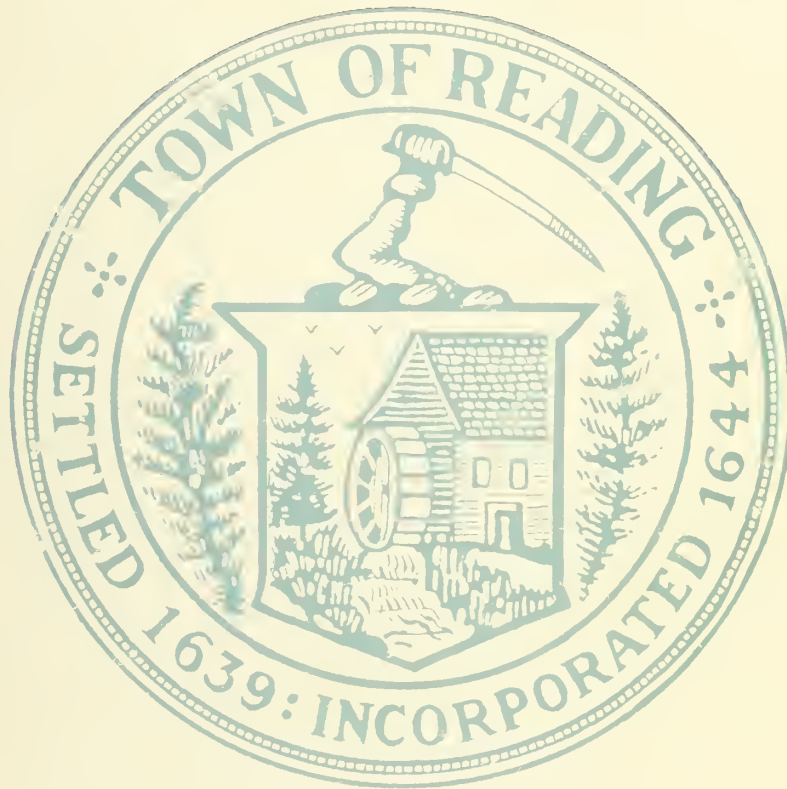


Town of
READING
MASSACHUSETTS



Annual Report
1987

The official seal of the Town of Reading was adopted in 1890. It was prepared and recommended by the Board of Water Commissioners, which had just been formed. George Abbott, an architect and member of the Board, designed the seal, which features Lob's Pound Mill within a shield. For more than 200 years, this building stood on the Ipswich River and was operated as a sawmill and later as a grist mill. Also within the shield are three ravens and a spruce tree. Branches of white pine frame the shield, and on top is the arm and sword from the crest of the Great Seal of the Commonwealth of Massachusetts.

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Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

TOWN MANAGER
16 LOWELL STREET

To The Residents of Reading:

This Annual Report is noteworthy in several respects, all of which are intended to improve the information to you, the residents of Reading. We recognize that the Annual Report serves several purposes -- as an historic document; as an information resource to residents; and as a source of information to those who are not familiar with the Town.

The most noteworthy change is in the size of the document. We have found that changing from the previous 6-inch by 9-inch format to this 8-1/2 inch by 11-inch format not only cuts production costs, but also provides for more readable copy.

In addition, we have provided an executive summary which will provide much of the routine information that residents need. The last page of the executive summary is a resource guide, summarizing useful information.

Finally, we have tried to make the body of the Annual Report more useful and readable through its enlarged size, quality of print, and separation into easily identifiable chapters.

Please take an opportunity to read through this report. We would appreciate any comments that would help us to further improve your Town Report.

Sincerely,


Peter I. Hechenbleikner
Town Manager

PIH/nls

EXECUTIVE SUMMARY

Overview

The purpose of this Executive Summary is to provide general information about the Town of Reading, and to briefly summarize the contents of the Annual Reports that follow. In addition, the last part of the Executive Summary is a resource guide which should provide answers to many of the commonly asked questions about the Town of Reading.

History

Reading's original settlers came from England in the 1630's, to the Massachusetts Bay Colony. They arrived through the ports of Lynn and Salem. In 1639, some citizens of Lynn petitioned the government of the Massachusetts Bay Colony for "place for an inland plantation." The General Court granted them four square miles and the first settlement called Lynn Village was on the south shore of the Great Pond, what is now known as Lake Quannapowitt. On May 29th 1644, the settlement was incorporated as the Town of Reading, taking its name from Reading, England. The first church of Reading was organized soon after settlement, and the first parish, later known as South Reading, became Wakefield in 1868. A special grant in 1651 added land North of the Ipswich River to the Town of Reading. This area in 1853 became the separate Town of North Reading. During its early years, the area that is currently the Town of Reading was known as Wood End.

In 1693, Town Meeting voted to fund public education in Reading. The funding consisted of "four pounds for three months school in the Town, two pounds for the west end of the Town, and one pound for those north of the Ipswich River." Within the Town of Reading, the Parker Tavern is the Town's only remaining seventeenth century structure, built in 1694. This property is currently owned and operated by the Reading Antiquarian Society, which is a private non-profit corporation. In 1769, the church in what is now Reading was built. It was built in the area that is currently the Common in Reading, and a stone marker commemorates the site.

Reading played an active role in the American Revolutionary War. Reading Minute Men were actively involved in the battle of Concord in April of 1775. Doctor John Brooks, Captain of the "Fourth Company of Minute" remained in the army for eight years of distinguished service from White Plains to Valley Forge. He later became the ninth governor of Massachusetts. Only one Reading soldier was killed in action during the Revolution. Joshua Eaton died in the battle of Saratoga in 1777.

In 1791, sixty members of the "West Parish" which is the current Town of Reading, started the Federal Library. This was a subscription Library with each member paying \$1.00 to join, and annual dues of \$.25. The Town's public library was created in 1868.

The Medford- Andover Turnpike, currently Main Street or Route 28 was built in 1806 and 1807. This provided the citizens of Reading with a better means of travel to the Boston area. In 1845, the Boston & Maine Railroad came to Reading and improved the access to southern markets and to Boston. During the first half of the nineteenth century, Reading became a manufacturing town. Sylvester Harnden's furniture factory, Daniel Pratt's clock factory and Samuel Pierce's organ pipe factory were major businesses. By the mid 1800's, Reading had thirteen establishments that manufactured chairs and cabinets.

During and after the Civil War, the southern market for Reading's products declined and several of Reading's factories closed. Members of the Richardson Light Guard, Reading's only military unit at the beginning of the Civil War, fought at the first battle of Bull Run. The second company was formed as part of the grand army of the Potomac, and a third company joined General Bank's expedition in Louisiana. A total of 411 men from Reading fought in the Civil War, of whom 15 died in action and 33 died of wounds and sickness. A memorial exists in the Laurel Hill Cemetery commemorating those who died in the Civil War.

Following the Civil War, Reading became well established as a residential community with excellent rail commuting to Boston. Industrial expansion during that time included the precursor to the General Tire & Rubber Company on Walkers Brook Drive. Additional businesses created during that time included the Boston Stove Foundry, Ace Art, and several other companies. The business community in Reading currently consists of a number of retail and service businesses in the downtown area, as well as the Addison Wesley Publishing Company, and the Analytical Sciences Corporation (TASC). Additional quality commercial development is anticipated in the redevelopment of the former Reading landfill site on Walkers Brook Drive. The Homart Company, a subsidiary of Sears Roebuck & Company has purchased this property and expects to begin development of an Embassy Suites Hotel, and four high quality office buildings during late 1988 and early 1989.

In 1994, Reading will celebrate its 350th Anniversary of incorporation as a Town. A volunteer citizens group is being incorporated to help plan and run the celebration of this event. One aspect of that celebration is asking the various Readings, and Reddings, of the world to help us join in this celebration.

Governmental Structure

The governmental structure of the Town of Reading has evolved since its creation in 1694. Initially, the government consisted of a Town Meeting and a Board of Selectmen. During the early years of the Town, this governmental structure was adequate for the needs of the community. As the Town grew and the needs of its population evolved, the Town of Reading adopted the representative Town Meeting. This form of government replaced the open Town Meeting in 1944. More recently, the residents of Reading adopted the Reading Home Rule Charter in March of 1986. This form of government focused the policy and decision making function in a very few elected boards and

committees, and provided for the creation of the Town Manager position to be responsible for day to day operations of the local government.

Currently there are six elected bodies of the Town.

The **Representative Town Meeting** is the Town's legislative body, and is elected within eight precincts, with 24 members per precinct. Members are elected for three year terms, with eight members from each precinct being elected each year. Elections are held in the Spring. There is also annually elected a Town Moderator, who is responsible for the conduct of Town Meeting. The 192 member Town Meeting meets in an annual session in the Spring, and a subsequent meeting in the Fall, plus any special sessions that are called from time to time. Two standing Committees, the By-Law Committee and the Finance Committee provide organizing assistance and advice to the Town Meeting.

A five member **Municipal Light Board** is elected for three year terms. The Municipal Light Board appoints the general manager of the Light Department, and is responsible for the policies of the Reading Municipal Light Department. The Light Department serves the entirety of the Towns of Reading, Wilmington, North Reading, and portions of Lynnfield.

A six member **School Committee** is elected for three year terms. The School Committee is responsible for hiring the Superintendent of Schools and for the operation of the Reading School system.

The **Board of Selectmen** consists of five members elected for three year terms. The Board of Selectmen appoints a Town Manager, and is also responsible for appointing the Town Accountant, and the Town Counsel. The Board of Selectmen acts as the major policy making body of the Town other than School Department and Light Department, and serves as the Personnel Board and Board of Public Works.

The **Library Board of Trustees** consists of six members who are elected for three year terms. The Board appoints the Library Director, and provides the policy direction for the operation of the Reading Public Library.

Finally, the Town of Reading has a three member **Board of Assessors** who are elected for three year terms. The Board of Assessors is responsible for appointing the Town Appraiser, and overseeing the maintenance of the property assessment system of the Town.

In addition to the Reading Municipal Light Department and the School Department, there are eight departments of the Town. These include the Accounting Department, the Department of Community Development, the Finance Department, the Department of General Services, the Department of Human Services, the Library Department, the Department of Public Safety, and the Department of Public Works. Other than employees within the Library Department, the Town Manager is responsible for

appointment of all other employees of the Town of Reading. In addition the Town Manager is responsible for insuring the smooth day to day operation of the Town Government.

Finally, the Town of Reading depends greatly on volunteers to provide policy direction within the Town, to provide advice where appropriate, and in many instances to actually perform some of the municipal functions of the Town. In addition to all of the elected bodies mentioned above, there are literally hundreds of volunteers that staff the various boards, committees and commissions of the Town and who work with staff to provide the best possible service to the residents of the Town of Reading.

Community Development

The newly created Department of Community Development coordinates and administers the various land regulatory aspects of the Town Government. The department is headed by Jonathan Edwards who is the Director of Community Development and Town Planner. Other major staff include Beth MacKillop, Conservation Administrator and Stu LeClaire, Building Inspector. In addition, we have two "volunteer staff". These include Virginia Adams chairman of the Historical Commission, and Ben Nichols of the Land Bank Committee. Five volunteer boards and commissions provide advice and conduct administrative responsibilities within the department. These include the Zoning Board of Appeals, the Community Planning and Development Commission, the Conservation Commission, the Historical Commission, and the Land Bank Committee. Major efforts being undertaken currently include the development of a Master Plan for the Town of Reading to replace the 25 year old Plan. The Board of Selectmen has appointed a Master Plan Advisory Committee to work with the Community Planning and Development Commission to conduct this effort. In addition, improved maintenance of Conservation Lands and improved coordination of the various permits and applications that are handled by this department are goals for 1988.

Financial Services

The Financial Services of the Town of Reading are actually conducted by two departments. The Accounting Department is responsible for the internal auditing function of the Town. In addition the Finance Committee provides for an annual audit of the Town's records. Richard Foley, Town Accountant, is also one of the chief financial advisors of the Town, and also sits on the Retirement Board of the Town of Reading.

Beth Klepeis, Finance Director, is also the Town's Treasurer-Collector. The change from a previously elected Treasurer and a separate previously elected Collector to the appointed Treasurer-Collector was part of the change created by the Charter in 1986. Major functions undertaken within the Department of Finance include the collection of water and sewer bills, collection of excise taxes and collection of property taxes. In addition, all bills to be paid by the Town come through the Treasurer's Office including the bills for the School and Light Department. The Data Processing function of the Town is included within the Department of Finance. Bill Connors is our Assistant Treasurer and Data Processing coordinator and has operated in that manner very successfully. The Town operates a main frame computer, and a number of personal com-

puters. Finally, the Assessors Office is located within the Department of Finance. The Board of Assessors provides the policy direction and technical expertise for this function. The Director of Finance is responsible for the administration of this division.

During 1987, Beth Klepeis was appointed as the Director of Finance and Treasurer-Collector. Dewey Smith, previously elected Tax Collector, has continued to serve ably as the Assistant Collector. Through the consolidation of the Treasurer and Collector's Office some reorganization has taken place. These efforts will continue with the current staff during 1988. Also in 1988, the Assessors Division will begin the property tax revaluation process for Fiscal Year 1990. This has included acquisition of a computer system that will allow much of the revaluation process to be done "in house".

General Services

The Department of General Services includes the Town Manager's Office and the Town Clerk's Office as well as elections and weights and measures. The Town Manager is responsible for the personnel function of the Town, as well as much of the licensing, day to day administration, staff support to the Board of Selectmen, and purchasing. The Town Clerk's Office conducts the annual census, registers voters, issues a number of licenses, and runs the election process. 1988 is a very busy year for elections with four elections taking place this year. Doris Fantasia was appointed Town Clerk in 1987 upon the retirement of Larry Drew from that position. Pat Iapicca serves as the Sealer of Weights and Measures for the Town.



Lawrence Drew retired as Town Clerk in 1987, having served as part-time Town Clerk in Reading since 1970.

Photo by Don Young

The Department of General Services also includes the Law Division. H. Theodore Cohen from the firm of Tyler and Reynolds is the Town's Counsel, and the firm uses the services of Allan Drachman for labor counsel.

1987 has been a year of a great deal of learning because of the newness of the Town Clerk and the Town Manager. During 1988, special efforts will be made to improve material presented at Town Meeting, the general quality of material presented to the public, reorganization of the Town's By-Laws in terms of their printed format (with the help of the By-Law Committee), and rebidding of the Town's insurance with the assistance of the Insurance Committee.

Human Services

The Town's newly created Department of Human Services is headed by Ruth Cogan. Ruth is also the Town's Health Director. The Department of Human Services includes the Health Divisions, the Division of Elder Services, the Division of Veterans Services, the Recreation Division, and Fuel Assistance. Major strides have been made in helping to coordinate the delivery of Human Services, and to coordinate services provided by the Town with services provided by other agencies. In the area of health services, the Town does a full range of health inspections including restaurants, water systems, septic systems, and housing. In addition major efforts have been made this year in the year of health education, specifically in coordinated efforts by health educator Jane Fiore with the School Department. A three member Health Board advises the Health Director on issues within this division.

The Council on Aging provides policy direction for the provision of services to the elder residents of the Town. Through a contract with Mystic Valley Elder Services, the Town provides a meal site which serves approximately 50 meals daily to senior citizens, along with a large number of meals that are delivered to home bound elderly through the Meals on Wheels program. In addition, the Town operates a van for elder residents to take them to shopping, medical appointments, social service appointments and to the meal site.

Paul Farrell is the Veterans Agent, and provides direct social services, financial assistance, and other services to Veterans in need. This program is conducted under the auspices of the State Veterans programs.

Chris Copeland, Recreation Director, receives policy advice from the nine member Recreation Committee. The Town runs a full range of Recreation Services in the Town's many parks. Lighted tennis courts, a Town swimming pool, outdoor ice skating rinks, and the Town Forest provide some of the settings for these recreational activities.

Finally, the Town provides the local intake service for fuel assistance. This is a program for low income residents who need assistance with paying fuel bills during the winter months.

Major issues facing the Human Services functions during this year include coordinating of the various human services available, and providing for a smooth transition and relocation of the Elders Services Center.

Library

The Town Library was created in 1868, and in 1984 the Library moved from its previous site next to the Town Hall, to the renovated Highland School on Middlesex Avenue. The relocation, renovation, and moving of the Library to its current site was truly a community effort. An excellent Library staff is headed by Susan Flannery, Library Director. The elected Library Board of Trustees provides policy direction to the Library programs. There are over 16,000 Library card holders in the Town of Reading, and this number is steadily increasing. The Reading Library is among the top in the state for per capital library circulation.

A number of programs ranging from children's library services, excellent reference services, and large print books are available at the Library. The Town Library is a member of NOBLE (North of Boston Library Exchange) which provides for inter local library loans. 1988 will see further implementation of the computerization of the Library system in Reading, and further coordination with the other communities in the NOBLE program.

Public Safety

The Town is fortunate in having an available 42 member Police Department, which provides a full range of Police services within the community. Edward Marchand is the Chief of Police, and also serves as the president of the State Chiefs of Police Association this year. He is assisted by a staff of three Lieutenants, five Sergeants, a detective bureau, a traffic safety officer, and full compliment of police patrol officers. The Police Department is located in its facility on Pleasant Street, which was remodeled and expanded within the last ten years. This facility includes a state approved "lockup" where prisoners can be held until they can appear in court. The Police Department is very active in drug abuse prevention programs in coordination with the local Health Department and School Department.

The Town employs a full time animal control officer, who reports to the Police Department. A new vehicle purchased in Fiscal Year 1988 will provide improved service.

The Reading Fire Department currently operates out of two facilities-the central station next to the Police Station on Pleasant Street, and the West side station on Woburn Street. The present compliment of 46 firefighters, and six civilian support staff including dispatchers, are split between these two locations. In addition to firefighting, the Fire Department provides ambulance service throughout the community. The Town has eighteen EMTs (Emergency Medical Technicians) and all firefighters as well as police officers are first responders in accordance with Massachusetts State requirements. In addition to these activities, the Fire Department also does an outstanding job of fire prevention education, fire prevention inspection, and building plan review for code compliance. The Fire Department is also responsible for meeting various State and Federal Right to Know requirements.

The Fire Department is headed by Chief Leonard Redfern, who is also the Town's Emergency Management coordinator (Civil Defense coordinator).

Major issues facing the Department of Public Safety include dealing with the Town's ever mounting traffic congestion, continued vigilance in terms of drug and alcohol abuse and awareness, and the need to relocate the fire stations. The Town has recently hired an architect, pursuant to Town Meeting direction, to design a single central fire station which would consolidate the existing two fire stations within the Town.

Department of Public Works

Reading provides a full service Public Works Department. Headed by Tony Fletcher, Public Works Director, and assisted by Ted McIntire, Assistant Director of Public Works and Bill Redford Town Engineer, the Public Works Department has recently moved into its new facility on Newcrossing Road. The previous facility was sold by the Town and is the site of the TASC office building on Walkers Brook Drive.



The Town of Reading Department of Public Works moved into its new facility on Newcrossing Road in February, 1988. Construction contracts were signed one year earlier. The new 50,000 square foot facility houses the entire Department of Public Works.

Photo by Don Young

The Department of Public Works is responsible for maintenance of the seven Town buildings including the Town Hall, Library, former Library, two Fire Stations, Police Station, and Public Works building.

The Engineering Division is responsible for design and inspection of major Town projects, surveying as needed, maintenance of records, and various other engineering duties of the Town.

The Highway Division is responsible for maintenance of all of the highways in the Town, as well as maintenance of all the Department of Public Works and other equipment of the Town. It is this division that does the excellent job of snow and ice removal on all Town highways and roadways.

The Parks and Property Maintenance Division is responsible for maintenance of all of the Town's parks, as well as areas such as the Town Common. During 1988 this division will also be responsible for maintenance of conservation lands. The maintenance of Town trees, including the Town Forest is also the responsibility of the Parks and Property Maintenance Division. The Town Forest Committee provides direction regarding the operation and maintenance of the 200 acre Town Forest.

The Cemetery Division operates and maintains three cemeteries in Town. These include the Revolutionary War era Laurel Hill Cemetery, as well as the Forest Glen Cemetery and the newer Charles Lawn Cemetery. Projects include development of remaining undeveloped lands within these cemeteries, ongoing maintenance, and interments. Henry Vik is the Cemetery Director, and policy direction within this division is provided by the Cemetery Board of Trustees.

The Town of Reading operates a water and sewer system within the Department of Public Works. Water is taken from nine Town wells within the Town Forest area of the Town. The Town provides its own water treatment and distribution systems. The sewer system is owned, operated, and maintained by the Town. Sewerage that is collected is sent out of Town through pumping stations in neighboring Woburn and Wakefield. This sewerage is treated in the Deer Island plant in Boston Harbor. The treatment portion of the Town's sewer system is under the jurisdiction of the Massachusetts Water Resource Association (MWRA).

One of the major issues within the Department of Public Works has been solved in 1987 through the construction of its new facility on Newcrossing Road. Some work still needs to be done on the facility during 1988, including the majority of the landscaping. Other issues that need to be addressed are: the completion of the Public Works Facility; the completion of the development of the Forest Lawn Cemetery on Pearl Street; the purchase of a number of items of equipment; continued efforts to improve the roadway system in the Town through an ongoing street reconstruction program; providing for the maintenance of conservation lands within the Parks and Property Maintenance Division; re-landscaping of the Town Common; design of improvements to the water distribution system including additional storage; and completion of the inflow and infiltration program for the Town of Reading sewer system, and the beginning of implementation of that program.

Education

The Town of Reading enjoys one of the finest public school systems in this part of the state. Four elementary schools provide education for kindergarten through fifth grades, two middle schools serves grades 6, 7 and 8, and the high school serves grade 9 through 12. The school system has developed a gifted and talented program, and also provides for extensive special needs education. Many of the schools in Town have won a number of awards, including several national history awards. The athletic teams in Reading are renowned for their abilities, especially in the areas of hockey and track. Dr. Robert Munnelly assumed the leadership of the school system by becoming superintendent of schools in 1987, following the retirement of Dr. Robert Wells. The school system is actively involved with other Town agencies in a number of issues including alcohol and drug awareness, and adolescent education. The six member school committee is chaired by George Shannon.



Robert Wells retired as Superintendent of Schools of the Reading Public School System in 1987. He served as Superintendent since 1965, and guided the Reading School System through a period of significant growth enrollment and more recently through the decline in enrollment in the system.

Photo by Don Young

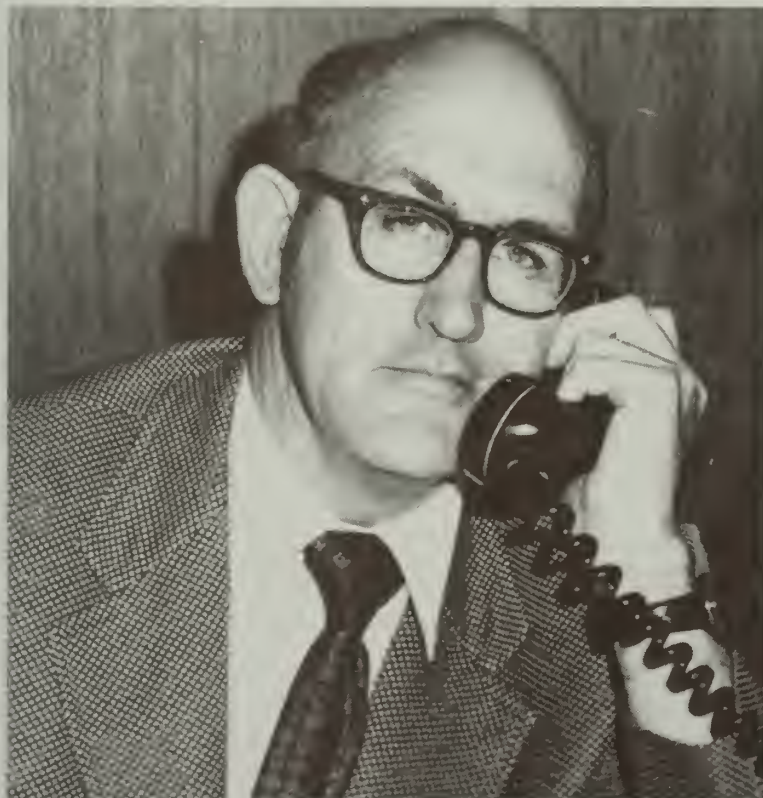
Austin Preparatory School is located on Willow Street in Reading, and accepts students from the Town of Reading and many of the surrounding communities. In addition, Reading is a member of the Northeast Metropolitan Regional Vocational School in Wakefield.

Issues facing the school system include a somewhat expanding enrollment in the lower grades, along with a declining enrollment in the upper grades. In addition, it appears that the school department administrative offices will have to move from their current rented site on Gould Street. Determining the final disposition of some of the surplus school space including the Pearl Street School remain issues to be dealt with. All of these issues in addition to providing a quality and well rounded education for the residents of Reading are the primary mission of the school department.

Utilities

As mentioned earlier, water and sewer utilities are provided by the Town of Reading through the Department of Public Works. These systems are on an enterprise basis, which means that fees paid go directly to support the system, and the systems are self sufficient financially. The vast majority of the Town of Reading has sanitary sewer service and public water service.

The Reading Municipal Light Department provides electric service to all of the Town of Reading, as well as several neighboring communities. The RMLD is governed by a five member municipal light board, and Leonard Rucker is the new General Manager of the Light Department. As a department of the Town, a portion of the surplus earnings from the Light Department are distributed on annual basis to the Town for general budgetary purposes.



Norbert Rhinerson served as General Manager of the Reading Municipal Light Department from 1972 to his retirement in 1987.

Photo by Don Young

Boston Gas provides natural gas to many areas of Reading. No other gas company serves the Town.

Telephone Service is provided by New England Telephone Company within the the Town, and Continental Cable Television holds the franchise within Reading for cable TV. Within the cable TV system, there is a local studio, and many local programs including Board of Selectmen and School Committee Meetings are broadcast on Cable.

Transportation

Reading lies in a transportation hub. The train service from Reading to the North Station in Boston is excellent. Peak hour service is 26 minutes. The rail system is owned by the MBTA, and run under contract by Amtrak. In addition, the MBTA provides bus service from Reading to Malden via several routes primarily in the eastern side of the community.

State Route 28 bisects the Town in a north south direction, and Route 129 bisects the Town in an east west direction. In addition, there are several interchanges within Reading of Interstate 93 and Interstate 95 (Route 128). These intersections provide for regional access. The distance from Reading to the center of Boston is 12 miles, and several retail shopping malls and employment centers are located along Interstate 93 and Interstate 95.

Shopping

Downtown Reading provides excellent shopping and service establishments. Available shopping includes a variety of automotive establishments, grocery stores, pharmacies, specialty shops, and several hardware stores and sport shops. In addition, a full range of doctors, dentists, lawyers, and other professional services are available within the community within 10 miles to the west along Interstate 95 is the Burlington Mall which includes over 100 stores including department stores. To the east along Interstate 95 and Route 128 are several malls including the North Shore Mall, which includes a number of department stores and specialty shops.

In addition, Reading contains a variety of restaurants from fast food establishments and sub shops to fine dining establishments. It is expected that the new Embassy Suites Hotel with restaurants will begin construction in late 1988 and early 1989, and will further compliment the retail businesses available within the community.

**Town of Reading, Massachusetts
RESOURCE GUIDE**

Land Area 10 square miles
Population 21,431
Tax Rate \$13.03/\$1000 of Assessed Valuation

Press

The Reading Chronicle (daily M-F)	944-2200
The Suburban News (weekly)	944-4444
Continental Cable	1-800-433-1188
Boston Globe	929-2000

State Legislators

Geoffrey Beckwith	722-2430
State House Room 236 Boston, MA 02133	
Robert C. Buell	722-1600
State House Boston, MA 02133	
John A. Brennan Jr.	722-1666
88 Beltran Street Malden, MA 02148	

U.S. Legislators

Cong. Dist. Edward J. Markey	223-2781
2100-A J.F.K. Bldg. Boston, MA 02203	
Senator John Kerry	223-2826
2400 J.F.K. Bldg. - 20th Floor Boston, MA 02203	
Senator Edward Kennedy	223-2826
2400 J.F.K. Bldg. - 20th Floor Boston, MA 02203	

Utilities

Water - Town of Reading	942-0500
Emergency-After 5:00 P.M. & Weekends	944-1212
Sewer - Town of Reading	942-0500
Emergency-After 5:00 P.M. & Weekends	944-1212
Gas -(where available) Boston Gas	723-5325
Emergency-After 5:00 P.M. & Weekends	321-3500
Electric - Reading Municipal Light Dept.	944-1340
Emergency-After 5:00 P.M. & Weekends	944-0019

Emergency Services

Police - General Business	944-1212
Emergency	944-1212
Fire - General Business	944-3132
Emergency	944-3131
Ambulance - General Business	944-3132
Emergency	944-3131
Animal Control-General Business	944-1212
Emergency	944-1212

Town Officers

Town Manager-Peter I. Hechenbleikner	942-0500	x17
Town Clerk-Doris Fantasia	942-0500	x24
Community Development Division-Jonathan Edwards	942-0500	x73
Building Inspector-Stuart LeClaire	942-0500	x71
Conservation Administrator-Beth MacKillop	942-0500	x70
Town Planner-Jonathan Edwards	942-0500	x73
Board of Appeals-Jonathan Edwards	942-0500	x73
Accountant-Richard Foley	942-0555	x52
Finance		
Treasurer-Collector-Beth Klepies	942-0500	x48
Assessors	942-0500	x26
Human Services-Ruth Cogan	942-0500	x56
Health-Ruth Cogan	942-0500	x56
Veterans Services-Paul Farrell	942-0500	x63
Elder Services (C.O.A.)	942-0500	x55
Recreation -Chris Copeland	942-0507	x84
Fuel Assistance	942-0500	x57
Public Works		
Director-Anthony Fletcher	942-0500	x41
Engineering-Bill Redford	942-0500	x34
Building Maintenance-Charlie Darby	942-0500	x59
Water Parks-Bud Dickey	942-0500	x36
Cemetery-Henry Vik	942-0500	x66
Water & Sewer	942-0500	x36
Emergency	944-1212	
Reading Post Office	944-1363	
John Driscoll-Postmaster		
136 Haven Street		
Social Security	227-2400	
200 Pleasant Street		
Malden, MA		
Passport Agency	565-3934	
JFK Building Fed. Bldg.		
Boston, MA		

STATISTICS

AREA - 10 SQUARE MILES

REGISTERED RESIDENTS

PRECINCT	UNDER 17	17 & OLDER	TOTAL
1	720	2,202	2,922
2	570	1,823	2,393
3	495	1,951	2,446
4	726	2,126	2,852
5	583	1,826	2,409
6	612	2,086	2,698
7	729	2,063	2,792
8	<u>657</u>	<u>2,178</u>	<u>2,835</u>
	5,092	16,255	21,347

REGISTERED VOTERS

PRECINCT	REPUBLICAN	DEMOCRATIC	INDEPENDENT	TOTAL
1	352	617	731	1,700
2	226	570	615	1,411
3	293	510	577	1,380
4	422	620	702	1,744
5	284	498	589	1,371
6	362	665	626	1,653
7	381	588	653	1,622
8	<u>346</u>	<u>568</u>	<u>804</u>	<u>1,718</u>
	2,666	4,636	5,297	12,599

Accountant





OFFICE OF THE TOWN ACCOUNTANT

MUNICIPAL BUILDING, ROOM 4
16 LOWELL STREET
READING, MASSACHUSETTS 01867

Report of the Town Accountant

The following financial reports for the year ended June 30, 1987 are submitted in accordance with Chapter 41, Section 61 of the Massachusetts General Laws.

General Purpose Financial Statements with Auditors' Report.

Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis) - General Fund (Schedule 1).

Statement of Expenditures and Encumbrances, Compared to Prior Years Encumbrances (Cash Basis) - General Fund (Schedule 2).

Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis) - Water Fund (Schedule 3).

Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis) - Sewer Fund (Schedule 4).

TOWN OF READING, MASSACHUSETTS

General Purpose Financial Statements
and Supplementary Schedules

For the Year Ended June 30, 1987

(With Auditors' Report Thereon)

General Purpose Financial Statements
and Supplementary Schedules

Year Ended June 30, 1987

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Schedule of Cash Balances

Certified Public Accountants

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AUDITORS' REPORT ON GENERAL PURPOSE
FINANCIAL STATEMENTS

The Honorable Board of Selectmen
Town of Reading, Massachusetts:

We have examined the general purpose financial statements of the Town of Reading as of June 30, 1987, and for the year then ended as listed in the accompanying table of contents. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. We did not examine the financial statements of the Electric Enterprise Fund. These statements were examined by other auditors whose report thereon has been furnished to us and our opinion expressed herein, insofar as it relates to the amounts included in the Electric Enterprise Fund, is based solely upon the report of the other auditors.

As described in note 2(a), the Town does not report its general fixed assets in the accompanying general purpose financial statements as required by generally accepted accounting principles.

As described in note 6, the Town does not provide for pension costs in accordance with generally accepted accounting principles.

In our opinion, based on our examination and the report of the other auditors, except for the effect on the financial statements of the omission of the general fixed assets account group and, except for the effects of such adjustments had the Town recorded pension costs in accordance with generally accepted accounting principles, as discussed in the preceding paragraphs, the general purpose financial statements referred to above present fairly the financial position of the Town of Reading, Massachusetts at June 30, 1987, (except for the Electric Enterprise Fund which is as of December 31, 1986) and the results of its operations and changes in financial position of the Pension Trust Fund and Nonexpendable Trust Funds for the applicable years then ended, in conformity with generally accepted accounting principles which have been applied on a basis consistent with that of the preceding year.

Our examination was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The supplementary schedules listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied in the examination of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

Peat Marwick Main & Co.

October 16, 1987, except for note 6
which is as of November 11, 1987.



TOWN OF READING, MASSACHUSETTS

Combined Balance Sheet - All Fund Types and Account Group

June 30, 1987

(except for the Electric Enterprise Fund which is as of December 31, 1986)

Assets	Governmental Fund Types				Proprietary Fund Types		Fiduciary Fund Types	Account Group	Total (Memorandum only)
	General	Special Revenue	Capital Projects	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Trust and Agency			
Cash and short-term investments	\$ 8,312,575	185,965	204,499	157,989	7,557,895	3,062,986	-	-	19,481,909
Other investments	-	-	-	-	-	16,288,555	-	-	16,288,555
Investments with fiscal agents, at market (note 10)	-	-	-	-	-	199,898	-	-	199,898
Receivables:									
Property taxes (note 3)	676,101	-	-	-	-	-	-	-	676,101
Deferred property taxes	146,020	-	-	-	-	-	-	-	146,020
Motor vehicle excise	220,093	-	-	-	-	-	-	-	220,093
User charges	-	-	-	1,114,000	1,289,103	-	-	-	2,403,103
Intergovernmental	-	37,893	-	-	-	-	-	-	37,893
Other	39,913	-	-	-	223,698	130,360	-	-	393,971
Accrued interest	-	-	-	-	-	144,097	-	-	144,097
Special assessments	40,191	-	-	69,264	-	-	-	-	109,455
Prepaid expenses	-	2,232,759	382,864	786,673	-	853,564	-	-	4,255,860
Other assets	-	-	-	-	920,239	-	-	-	920,239
Inventory	-	-	-	48,384	13,569	-	-	-	13,569
Property, plant and equipment - net (note 16)	-	-	-	-	784,220	-	-	-	832,604
24,226,222	-	-	-	-	9,120,961	15,105,261	-	-	-
Amounts to be provided for the retirement of general long-term obligations	-	-	-	-	-	-	-	-	-
Total assets	\$ 2,434,893	2,456,617	587,363	11,297,271	25,893,985	20,679,460	5,274,462	5,274,462	75,624,051
Liabilities and Fund Equity									
Warrants and accounts payable	\$ 695,806	28,236	401,882	219,759	2,125,200	20,025	-	-	3,490,908
Accrued liabilities:									
Payroll	254,962	16,434	-	-	-	-	-	-	271,396
Withholdings	89,101	-	-	-	-	-	-	-	89,101
Sick leave	-	-	-	21,716	125,138	-	-	514,462	661,316
Deposits	-	50,000	-	-	417,021	-	-	-	467,021
Other	3,465	-	-	-	112,843	64,914	-	-	181,222
Due to other funds	3,468,282	-	-	-	-	787,578	-	-	4,255,860
Accrued interest on bonds payable	-	-	-	48,811	7,070	-	-	-	55,881
Notes payable	-	-	-	-	-	-	-	735,000	735,000
Bonds payable (note 7)	-	-	-	1,565,000	420,000	-	-	4,025,000	6,010,000
Deferred revenue	1,044,194	-	-	69,264	1,011,720	-	-	-	2,125,178
Deferred compensation (note 10)	-	-	-	-	-	199,898	-	-	199,898
Total liabilities	5,555,810	94,670	401,882	1,924,550	4,218,992	1,072,415	5,274,462	5,274,462	18,542,781

See accompanying notes to general purpose financial statements.

TOWN OF READING, MASSACHUSETTS

Combined Balance Sheet - All Fund Types and Account Group

June 30, 1987

(except for the Electric Enterprise Fund which is as of December 31, 1986)

Fund Equity	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Group	Total (Memorandum only)
	General	Special Revenue	Capital Projects	Water and Sewer Enterprise Funds	Electric Enterprise Fund			
Fund equity:								
Municipal contributed capital	-	-	-	7,050,244	-	-	-	7,050,244
Less depreciation	-	-	-	(604,118)	-	-	-	(604,118)
Accumulated Municipal contributed capital, net	-	-	-	6,446,126	-	-	-	6,446,126
Contributions from customers	-	-	-	-	1,275,844	-	-	1,275,844
Retained earnings:								
Reserved	-	-	-	2,400,581	-	-	-	2,400,581
Unreserved	-	-	-	526,014	20,399,149	-	-	20,925,163
Fund balances:								
Reserved by state statute	512,278	-	-	-	-	-	-	512,278
Reserved for:								
Encumbrances and continuing appropriations	843,213	-	138,775	-	-	-	-	981,988
Endowments	-	-	-	-	-	826,983	-	826,983
Extraordinary expenses	13,790	-	-	-	-	-	-	13,790
Employees' contributory retirement system	-	-	-	-	-	10,147,283	-	10,147,283
Subsequent year expenditures	687,722	176,576	-	-	-	61,100	-	925,398
Unreserved:								
Undesignated	1,822,080	2,185,371	46,706	-	-	8,571,679	-	12,625,836
Total fund equity	3,879,083	2,361,947	185,481	9,372,721	21,674,993	19,607,045	-	57,081,270
Contingencies (notes 8 and 14)								
Total liabilities and fund equity	\$ 2,434,893	2,456,617	587,363	11,297,271	25,893,985	20,679,460	5,274,462	75,624,051

See accompanying notes to general purpose financial statements.

TOWN OF READING, MASSACHUSETTS

Combined Statement of Revenues, Expenditures and Changes in Fund Equity
All Governmental Fund Types and Expendable Trust Funds

Year ended June 30, 1987

	Governmental Fund Types			Fiduciary Fund Type	Total (Memorandum only)
	General	Special Revenue	Capital Projects	Expendable Trust	
Revenues:					
Real and personal property taxes (note 3)	\$ 16,211,339	-	-	-	16,211,339
Motor vehicle excise tax	1,351,427	-	-	-	1,351,427
Penalties and interest on taxes and excise	99,105	-	-	-	99,105
Payments in lieu of taxes	56,473	-	-	-	56,473
Charges for services	339,251	915,354	-	-	1,254,605
Licenses and permits	43,939	-	-	-	43,939
Intergovernmental	5,934,485	1,010,792	89,279	-	7,034,556
Special assessments	15,547	-	-	-	15,547
Fines	174,915	-	-	-	174,915
Investment income	487,529	22,036	-	797,062	1,306,627
Total revenues	<u>24,714,010</u>	<u>1,948,182</u>	<u>89,279</u>	<u>797,062</u>	<u>27,548,533</u>
Expenditures:					
Current expenditures:					
General government	1,472,480	39,139	-	-	1,511,619
Public safety	3,437,929	150,042	-	-	3,587,971
Education	12,362,538	1,304,671	-	3,275	13,670,484
Public works and facilities	2,924,560	30,769	-	200	2,955,529
Human services	196,403	16,372	-	33,321	246,096
Culture and recreation	520,651	48,404	-	-	569,055
Employee benefits	2,506,325	-	-	414,848	2,921,173
Intergovernmental	777,882	-	-	-	777,882
Capital outlays	-	-	2,230,651	-	2,230,651
Debt service	815,881	-	-	-	815,881
Total expenditures	<u>25,014,649</u>	<u>1,589,397</u>	<u>2,230,651</u>	<u>451,644</u>	<u>29,286,341</u>
Excess (deficiency) of revenues over expenditures	<u>(300,639)</u>	<u>358,785</u>	<u>(2,141,372)</u>	<u>345,418</u>	<u>(1,737,808)</u>
Other financing sources (uses):					
Proceeds of bonds and notes (note 7)	-	-	1,900,000	-	1,900,000
Operating transfers in (out), net (note 13)	1,749,732	(453,116)	145,000	677,995	2,119,611
Total other financing sources (uses), net	<u>1,749,732</u>	<u>(453,116)</u>	<u>2,045,000</u>	<u>677,995</u>	<u>4,019,611</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	<u>1,449,093</u>	<u>(94,331)</u>	<u>(96,372)</u>	<u>1,023,413</u>	<u>2,281,803</u>
Fund equity, beginning of year	<u>2,429,990</u>	<u>2,456,278</u>	<u>281,853</u>	<u>7,609,366</u>	<u>12,777,487</u>
Fund equity, end of year	<u>\$ 3,879,083</u>	<u>2,361,947</u>	<u>185,481</u>	<u>8,632,779</u>	<u>15,059,290</u>

See accompanying notes to general purpose financial statements.

TOWN OF READING, MASSACHUSETTS

Statement of Revenues and Expenditures - Budgetary Basis
General and Federal Revenue Sharing Funds

Year ended June 30, 1987

	General Fund			Federal Revenue Sharing Fund		
	Final Budget	Actual	Variance Favorable (Unfavorable)	Final Budget	Actual	Variance Favorable
Revenues:						
Real and personal property taxes	15,748,410	15,782,438	34,028	-	-	-
Motor vehicle excise	910,000	1,376,427	466,427	-	-	-
Penalties and interest on taxes and excise	110,000	99,105	(10,895)	-	-	-
Payments in lieu of taxes	-	56,473	56,473	-	-	-
Charges for services	270,000	339,251	69,251	-	-	-
Licenses and permits	40,000	43,939	3,939	-	-	-
Intergovernmental	5,874,692	5,934,485	59,793	53,215	58,192	4,977
Special assessments	10,000	15,547	5,547	-	-	-
Fines	150,000	174,915	24,915	-	-	-
Investment income	445,000	487,529	42,529	10,000	20,426	10,426
Total revenues	<u>23,558,102</u>	<u>24,310,109</u>	<u>752,007</u>	<u>63,215</u>	<u>78,618</u>	<u>15,403</u>
Expenditures:						
General government	1,577,078	1,462,566	114,512	-	-	-
Public safety	3,437,659	3,398,514	39,145	-	-	-
Education	12,329,649	12,307,485	22,164	-	-	-
Public works and facilities	3,134,868	3,082,707	52,161	-	-	-
Human services	238,131	196,503	41,628	-	-	-
Culture and recreation	535,395	518,516	16,879	-	-	-
Employee benefits	2,513,772	2,506,325	7,447	-	-	-
Intergovernmental	753,845	777,882	(24,037)	-	-	-
Debt service	815,980	815,881	99	-	-	-
Total expenditures	<u>25,336,377</u>	<u>25,066,379</u>	<u>269,998</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,778,275)</u>	<u>(756,270)</u>	<u>1,022,005</u>	<u>63,215</u>	<u>78,618</u>	<u>15,403</u>
Other financing sources (uses):						
Transfers from (to):						
General fund	-	-	-	(220,000)	(220,000)	-
Special revenue funds	320,425	338,116	17,691	-	-	-
Capital project fund	(30,000)	(30,000)	-	-	-	-
Enterprise funds	1,357,705	1,492,734	135,029	-	-	-
Trust funds	(50,818)	(51,118)	(300)	-	-	-
Total other financing sources (uses)	<u>1,597,312</u>	<u>1,749,732</u>	<u>152,420</u>	<u>(220,000)</u>	<u>(220,000)</u>	<u>-</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses (note 4)	<u>(180,963)</u>	<u>993,462</u>	<u>1,174,425</u>	<u>(156,785)</u>	<u>(141,382)</u>	<u>15,403</u>

See accompanying notes to general purpose financial statements.

TOWN OF READING, MASSACHUSETTS

Combined Statement of Revenues, Expenses and Changes
in Fund Balances-All Proprietary Fund Types and Similar Trust Funds

Year ended June 30, 1987
(except for the Electric Enterprise Fund which is for the year ended December 31, 1986)

	Proprietary Fund Types		Fiduciary Fund Types		Totals (Memorandum Only)
	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Employee Retirement Trust Fund	Nonexpendable Trust Funds	
Operating revenues:					
Charges for services	\$ 3,244,331	38,685,263	-	-	41,929,594
Special assessments	30,967	-	-	-	30,967
Investment income	-	-	1,324,085	84,187	1,408,272
Contributions	-	-	2,456,006	-	2,456,006
Gifts	-	-	-	33,770	33,770
Total operating revenues	<u>3,275,298</u>	<u>38,685,263</u>	<u>3,780,091</u>	<u>117,957</u>	<u>45,858,609</u>
Operating expenses:					
Personal services	481,665	-	37,705	-	519,370
Fringe benefits	177,641	-	-	-	177,641
Energy purchases	140,139	32,511,503	-	-	32,651,642
Intergovernmental	567,147	-	-	-	567,147
Depreciation	306,945	757,356	-	-	1,064,301
Benefit payments	-	-	2,208,530	-	2,208,530
Refunds	-	-	145,742	-	145,742
Other	585,408	-	-	-	585,408
Electric operations - personal services and other	-	2,909,018	-	-	2,909,018
Total operating expenses	<u>2,258,945</u>	<u>36,177,877</u>	<u>2,391,977</u>	<u>-</u>	<u>40,828,799</u>
Operating income	<u>1,016,353</u>	<u>2,507,386</u>	<u>1,388,114</u>	<u>117,957</u>	<u>5,029,810</u>
Non-operating revenues (expenses):					
Operating grant	77,708	-	-	-	77,708
Loss on disposal of property, plant and equipment	-	(15,718)	-	-	(15,718)
Investment income	-	364,851	-	-	364,851
Interest expense	(197,725)	(39,356)	-	-	(237,081)
Total non-operating revenues (expenses)	<u>(120,017)</u>	<u>309,777</u>	<u>-</u>	<u>-</u>	<u>189,760</u>
Income before operating transfers	896,336	2,817,163	1,388,114	117,957	5,219,570
Operating transfers in (out)	<u>(242,734)</u>	<u>(1,763,528)</u>	<u>-</u>	<u>(84,124)</u>	<u>(2,090,386)</u>
Net income	653,602	1,053,635	1,388,114	33,833	3,129,184
Fund equity, beginning of year as previously reported	8,450,237	21,926,952	8,759,169	793,150	39,929,508
Adjustment to reflect change in reporting period from June 30 to December 31	-	(1,551,063)	-	-	(1,551,063)
Fund equity, beginning of year as restated	<u>8,450,237</u>	<u>20,375,889</u>	<u>8,759,169</u>	<u>793,150</u>	<u>38,378,445</u>
Contributed fixed assets	268,882	-	-	-	268,882
Contributions from customers	-	245,469	-	-	245,469
Fund equity, end of year	<u>\$ 9,372,721</u>	<u>21,674,923</u>	<u>10,147,283</u>	<u>826,983</u>	<u>42,021,980</u>

See accompanying notes to general purpose financial statements.

Combined Statement of Changes in Financial Position -
All Proprietary Fund Types and Similar Trust Funds

Year ended June 30, 1987
(except for the Electric Enterprise Fund which is for the year ended December 31, 1986)

	Proprietary Fund Types		Fiduciary Fund Types		Totals (Memorandum Only)
	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Retirement Trust Funds	Nonexpendable Trust Funds	
Sources of working capital:					
Operations:					
Net income	\$ 653,602	1,053,635	1,388,114	33,833	3,142,783
Item not requiring working capital:					
Depreciation	306,945	757,356	-	-	1,064,301
Working capital provided by operations	960,547	1,810,991	1,388,114	33,833	4,207,084
Contributed capital	268,882	-	-	-	268,882
Contributions from customers	-	245,469	-	-	245,469
Total sources of working capital	<u>1,229,429</u>	<u>2,056,460</u>	<u>1,388,114</u>	<u>33,833</u>	<u>4,721,435</u>
Uses of working capital:					
Acquisition of fixed assets	291,376	1,754,815	-	-	2,046,191
Retirement of bonds payable	405,000	130,000	-	-	535,000
Total uses of working capital	<u>696,376</u>	<u>1,884,815</u>	<u>-</u>	<u>-</u>	<u>2,581,191</u>
Net increase in working capital	<u>533,053</u>	<u>171,645</u>	<u>1,388,114</u>	<u>33,833</u>	<u>2,140,244</u>
Elements of net increase (decrease) in working capital:					
Cash	135,456	522,132	72,069	31,833	854,586
Investments	-	-	1,366,206	-	1,366,206
Receivables	138,000	(820,340)	(50,464)	2,000	(730,804)
Due from other funds	478,965	-	303	-	479,268
Prepaid expenses	-	381,009	-	-	381,009
Warrants and accounts payable	(197,226)	188,395	-	-	(8,831)
Deposits	-	(83,513)	-	-	(83,513)
Accrued sick leave	(21,716)	(125,138)	-	-	(146,854)
Other liabilities	-	30,529	-	-	30,529
Inventory	48,384	62,715	-	-	111,099
Accrued interest on bonds payable	(48,810)	15,856	-	-	(32,954)
Net increase in working capital	<u>\$ 533,053</u>	<u>171,645</u>	<u>1,388,114</u>	<u>33,833</u>	<u>2,140,244</u>

See accompanying notes to general purpose financial statements.

Notes to General Purpose Financial Statements

June 30, 1987

(1) Financial Statement Presentation

The general purpose financial statements present information on organizations and activities of the Town of Reading, Massachusetts (the "Town") for which the Board of Selectmen has oversight responsibility. The criteria, as established by the Governmental Accounting Standards Board, for inclusion of organizations and activities in the oversight entity's general purpose financial statements are: selection of governing authority, designation of management, ability to significantly influence operations, accountability over fiscal matters and scope of public service.

The inclusion of organizations and activities in the Town's general purpose financial statements does not affect their separate legal standing. In addition to the operations of the Town, the Town Retirement System ("System") is included in the accompanying financial statements.

The System was established under the authority of Chapter 32 of the Massachusetts General Laws, as amended, and is an independent contributory retirement system available to employees of the Town. The powers of the System are vested in the Town's Retirement Board.

The Reading Housing Authority has been excluded from the accompanying financial statements; the Town has no oversight responsibility for the Authority's operations and no responsibility for the Authority's deficits or debts.

(2) Summary of Significant Accounting Policies(a) Basis of Presentation

The financial condition and results of operations of the Town's funds are presented as of and for the year ended June 30, 1987, except for the Town's Electric Enterprise Fund which is presented as of and for the year ended December 31, 1986. The accounting policies of the Town conform with generally accepted accounting principles ("GAAP"), except that the Town does not maintain, and therefore does not report a general fixed asset group of accounts and does not provide for retirement costs in accordance with GAAP (see note 6). Such departures are permissible under the Massachusetts Uniform Municipal Accounting System.

(b) Fund Accounting

Transactions are recorded in the funds and account group described below. The operations of each fund are accounted for with a set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures and other financing sources and uses. Transactions between funds within a fund type, if any, have been eliminated. The funds and account group are organized into four categories as follows:

(Continued)

Notes to General Purpose Financial Statements

Governmental Fund Types

Governmental Funds are those through which most governmental functions are financed. The acquisition, use and balances of expendable financial resources and the related liabilities are accounted for through governmental funds. The measurement focus is on determination of changes in financial position, rather than on net income. The governmental fund types are as follows:

General Fund This fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in other funds.

Special Revenue Funds These funds are used to account for the proceeds of specific revenue sources (other than expendable trusts and capital projects) that are legally restricted to expenditures for specified purposes.

Capital Projects Funds These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). Such resources are derived principally from proceeds of general obligation bonds and from federal and state grants.

Proprietary Fund Types

These funds are used to account for activities operated in a manner similar to a private business enterprise or where periodic determination of revenues, expenses and net income is needed.

Fiduciary Fund Types

Fiduciary Funds are used to account for assets held in a trustee capacity (Trust Funds) or as an agent (Agency Funds) for individuals, private organizations, other governmental units, and/or other funds. Trust funds include expendable trust funds, nonexpendable trust funds and pension trust funds.

Account Group

The general long-term obligations account group is used to establish control and accountability for general long-term obligations of the Town.

(Continued)

Notes to General Purpose Financial Statements

(c) Basis of Accounting

Governmental fund types and expendable trust funds are accounted for on the modified accrual basis of accounting. Revenues are recorded in the accounting period when susceptible to accrual (i.e., both measurable and available). Available means expected to be collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. In applying this principle, the Town accrues as revenue the amount of property taxes due to the Town prior to year end and collected within 60 days after the end of its fiscal year; all other revenues, except revenue from expenditure driven grants (see below) and investment income which is accrued as earned, are recorded when cash is received. Expenditures, other than interest on long-term debt, judgments and claims, and sick and vacation pay, are recorded in the accounting period in which the liability is incurred. Interest on long-term debt and sick and vacation pay are expensed when due. Judgements and claims are expensed when the related matter is settled or adjudicated.

Under the modified accrual basis of accounting, capital outlay and principal payments on long-term debt are recorded as expenditures when purchased or when due, respectively.

Revenues related to expenditure driven grants, where monies must be expended for the specific purpose or project before any amounts are earned, are recognized when expenditures are recorded.

Proprietary funds, nonexpendable trust funds, and agency funds follow the full accrual method of accounting.

(d) Other Investments

Investments are carried at cost, amortized cost or lower of cost or market plus applicable accrued interest, all of which approximate market.

(e) Accrued Sick and Vacation

Employee vacation leave is vested annually but may not be carried forward to succeeding years. Generally, sick leave may accumulate indefinitely, of which a maximum of 100 days may be paid upon termination. The Town's policy is to recognize vacation costs at the time payments are made. The Town recorded as a liability accumulated unused vested sick pay in the General Long-Term Obligations account group and the Proprietary Fund Types. The amount recorded is the maximum amount to be paid at termination at 50% of the current rate of pay.

(f) Deferred Revenue

Deferred revenue is recognized for receivables, net of allowances for uncollectible accounts, which are measurable but not available to finance current operations.

(Continued)

Notes to General Purpose Financial Statements

(g) Encumbrances and Continuing Appropriations

Encumbrance accounting, under which purchase orders, contracts and other commitments for expenditure of funds are recorded to reserve that portion of the applicable appropriation, is employed in the Governmental Fund Types as a significant aspect of budgetary control.

Unencumbered appropriations which are carried over to the ensuing fiscal year are reported as "continuing appropriations". Continuing appropriations represent amounts appropriated for specific programs or projects which were not completed during the fiscal year.

Encumbrances and continuing appropriations are reported as reservations of fund balances in the accompanying balance sheet because they do not constitute expenditures or liabilities. Encumbrances and continuing appropriations are combined with expenditures for budgetary comparison purposes (see note 4).

(h) Accrued Judgments and Claims

Estimated losses from judgments and claims are recorded as liabilities if the loss is probable and amounts can be reasonably estimated. Governmental Fund Types follow the practice of recording losses from judgments and claims as a fund liability in instances where a matter has been settled or adjudicated. The remaining estimated losses are recorded as liabilities in the General Long-Term Obligations Account Group.

(i) Fund Balance

The Town of Reading has allocated its governmental and trust funds fund balance as follows:

Reserved by State Statute - Represents the amount of fund balance which is not available for appropriation in accordance with statutory requirements.

Reserved for Encumbrances and Continuing Appropriations - Represents the amount of unexpended appropriations carried forward to fiscal year 1988 for projects which have not been completed and for contracts which have not been performed.

Reserved for Subsequent Year's Expenditures - Represents the amount of fund balance authorized to fund fiscal year 1988 appropriations.

Reserved for Extraordinary Expenditures - Represents the amount available for appropriation for extraordinary or unforeseen expenditures as prescribed by Massachusetts General Law.

Reserved for Endowments - Represents the amount of Trust Fund fund balance which is legally restricted to endowment purposes.

(Continued)

Notes to General Purpose Financial Statements

Reserved for Contributory Retirement System - Represents the amount of funds accumulated in the Contributory Retirement System.

Unreserved Fund Balances (Undesignated) - Represents the amount of funds available for appropriation at the Town Meeting or for expenditure in accordance with legal restrictions for certain Special Revenue and Trust Funds.

(j) Property, Plant and Equipment

Property, plant and equipment of the proprietary funds are recorded at cost. Depreciation is computed on a straight line basis over the estimated useful lives of the assets as follows:

Plant and buildings	25 - 50 years
Lines	50 years
Equipment and fixtures	5 - 20 years

(k) Inventories

Inventories are valued at cost as determined on a first-in, first-out basis.

(l) Total (Memorandum Only) Columns on General Purpose Statements

Total (memorandum only) columns on the general purpose statements are presented to aggregate financial data of the fund types and account group. No consolidating or eliminating entries were made in arriving at the totals; thus, they do not present consolidated information.

(3) Property Taxes

Real and personal property taxes are based on values assessed as of each January 1st and are normally due on the subsequent November 1st and May 1st. By law, all taxable property in the Commonwealth must be assessed at 100% of fair cash value. Taxes due and unpaid after the respective due dates are subject to interest and penalties. The Town has an ultimate right to foreclose on property for which taxes have not been paid. Property taxes levied are recorded as receivables in the fiscal year of the levy. Property tax revenues are recorded in accordance with the modified accrual basis of accounting described in note 2.

A statewide tax limitation statute known as "Proposition 2-1/2" limits the property tax levy to an amount equal to 2-1/2% of the value of all taxable property in the Town. A secondary limitation is that no levy in a fiscal year may exceed the preceding year's allowable tax levy by more than 2-1/2%, plus taxes levied on certain property newly added to the tax rolls. Certain Proposition 2-1/2 taxing limitations can be overridden by a Town-wide referendum vote.

(4) Budgetary Basis of Accounting

The Town must establish its property tax rate each year so that the resulting property tax levy will comply with the limits required by Proposition 2-1/2 and also constitute that amount which will equal the sum of (a) the aggregate of all annual appropriations for expenditures, state and county assessments, and transfers, plus (b) provision for the prior fiscal year's deficits, if any, less (c) the aggregate of all non-property tax revenues and transfers projected to be received by the Town, including available funds.

(Continued)

Notes to General Purpose Financial Statements

Under the Town's charter, the budgets for all departments and operations of the Town, except that of public schools, are prepared under the direction of the Town Manager. The School Department budget is prepared by the School Committee. The Finance Committee then presents its recommendations on the budget to the Town Meeting. Original and supplemental appropriations are acted upon by Town Meeting vote.

The Town budget as presented in the Statement of Revenues and Expenditures - Budgetary Basis - General Fund was developed as follows:

Budgeted expenditures:

Operations	\$ 25,336,377
Transfers to other funds	<u>137,718</u>
Total budgeted expenditures and transfers	\$ <u>25,469,095</u>

To be funded as follows:

Budgeted revenue	\$ 23,558,102
Budgeted transfers from other funds	1,730,030
Available surplus	<u>180,963</u>
Total funding	\$ <u>25,469,095</u>

The Town's General Fund Budget is prepared on a basis other than generally accepted accounting principles (GAAP). The "actual" results column of the Statement of Revenues and Expenditures - Budgetary Basis - General Fund is presented on a "budget basis" to provide a meaningful comparison with the budget. The major differences between the budget and GAAP bases are that:

- (a) Budgeted revenues are recorded when cash is received as opposed to when susceptible to accrual (GAAP), and;
- (b) Encumbrances and continuing appropriations are recorded as the equivalent of expenditures (budget) as opposed to a reservation of fund balance (GAAP);

The following reconciliation summarizes the differences between budgetary and GAAP basis accounting principles for the year ended June 30, 1987:

Excess of revenues and other sources over expenditures and other uses - budget basis	\$ 993,462
Adjustments:	
Revenue from prior years' property taxes	358,901
Revenue accrual from property taxes	70,000
Revenue accrual from motor vehicle excise taxes	(25,000)
Encumbrances and continuing appropriations at June 30, 1986, expended in fiscal 1987	(495,896)
Current year encumbrances and continuing appropriations at June 30, 1987, included as expenditures for budget presentation	<u>547,626</u>
Excess of revenues and other sources over expenditures and other uses - GAAP basis	\$ <u>1,449,093</u>

(Continued)

Notes to General Purpose Financial Statements

(5) Deposits and Investments

State and local statutes place certain limitations on the nature of deposits and investments available to the Town. Deposits (including demand deposits, term deposits and certificates of deposit) in any one financial institution may not exceed certain levels without collateralization by the financial institutions involved. Investments can also be made in securities issued by or unconditionally guaranteed by the U.S. Government or Agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase and units in the Massachusetts Municipal Depository Trust ("MMDT").

In addition, the Town's Pension Trust Fund has additional investment powers, most notably the ability to invest in common stocks, corporate bonds and other specified investments.

Deposits

The Town maintains deposits in several financial institutions. Of the total amount of deposits at year end of \$18,856,953, \$8,679,147 was covered by federal depository insurance or collateral held by the Town's agent in the Town's name and the remainder was uninsured and uncollateralized.

Investments

The following table summarizes the carrying value, estimated market value and risk characteristics ("categories") of the Town's investments as of year end. Category 1 represents investments held in the name of the Town by either the Town or its agent; Category 2 represents investments held by counterparties to the transactions in the name of the Town; and, Category 3 represents investments held by counterparties but not in the name of the Town. Amounts in pooled investments are not categorized and are classified as short-term investments on the accompanying financial statements.

	<u>Category</u>			<u>Not</u>	<u>Carrying</u>	<u>Estimated</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>Categorized</u>	<u>Amount</u>	<u>Market</u>
U.S. Treasury notes & bonds	\$ 4,054,254	-	100,000	-	4,154,264	4,637,972
Government agency	1,239,218	-	-	-	1,239,218	1,258,220
Common Stock	4,096,708	-	575,351	-	4,670,059	4,767,002
Bonds	5,527,475	-	513,364	-	6,040,839	5,816,611
Preferred stock	184,175	-	-	-	184,175	181,000
MMDT	-	-	-	690,483	690,483	690,483
Total	\$ <u>15,101,840</u>	<u>-</u>	<u>1,186,715</u>	<u>690,483</u>	<u>16,979,038</u>	<u>17,351,288</u>

(Continued)

Notes to General Purpose Financial Statements

Of the investments reflected in the preceding table, investments of the Town's Pension Trust Fund consist of 94% of the amounts in Category 3.

The composition of the Town's bank recorded deposits and investments fluctuates depending primarily on the timing of real estate tax receipts, proceeds of borrowing, collection of state and federal aid, and capital outlays throughout the year. During the year, investments classified in Category 3 were substantially higher than at year end.

(6) Employees' Retirement Systems

The Town's Contributory Retirement System (the System) covers all employees except the public school teachers, who are eligible for the Commonwealth of Massachusetts Teachers Retirement System and certain employees covered by the Town's noncontributory pension plan. The System is currently subject to benefit provisions and financing requirements set forth in the Massachusetts General Laws. As such, the System is required to contribute to its trust fund each fiscal year an amount approximately equal to the pension benefits (less certain interest credits) expected to be paid during the year ("pay-as-you-go" method). This amount is determined in advance by the Commonwealth's Public Employee Retirement Administration and is based in part on the previous year's benefit payout. The Commonwealth currently reimburses the System on a quarterly basis for the portion of benefit payments owing to cost-of-living increases granted after the implementation of Proposition 2 ½.

Under the terms of the Plan, participants are eligible for weekly or monthly benefit payments, under normal retirement provisions, upon reaching age 65 or upon attaining twenty years or more of creditable service. Also, the Contributory Plan provides for early retirement at age 55 if the participant (1) has a record of ten years of creditable service, (2) was on the Town payroll on January 1, 1978, (3) voluntarily left Town employment on or after that date, and (4) left accumulated annuity deductions in the fund. There are also provisions for early retirement due to disability.

The Electric Light Department employees are covered by the same plan; however, the assets of this department are held in a separate trust for the exclusive benefit of the Light Department employees.

The latest actuarial valuation of the Town's System was completed on November 11, 1987 for the period ended July 1, 1987 based on employee data and asset information as of January 1, 1987.

(Continued)

TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

Actuarial and net asset information as a result of these valuations follows:

	All Departments (except Light Department)	Light Department
Actuarial present value of accumulated plan benefits, as of July 1, 1987:		
Vested:		
Members receiving benefits	\$ 13,883,802	2,452,320
Other members	7,393,547	2,408,352
Total vested benefits	21,277,349	4,860,672
Nonvested accumulated benefits	284,075	72,746
Total accumulated benefits	\$ <u>21,561,424</u>	<u>4,933,418</u>
Net assets available for benefits, as of July 1, 1987	\$ <u>10,194,834</u>	<u>6,029,568</u>

The actuarial present value of accumulated plan benefits represents those future payments attributable under the plan's provisions to earnings levels and services rendered to the valuation date. The weighted average assumed rate of return used in determining the actuarial present value of accumulated plan benefits was 8 percent.

The Town, except for the Light Department, contributes to the retirement system on a pay-as-you-go basis. The Town's 1987 contribution was \$1,431,691. This amount is approximately equal to actuarial determined costs based upon a forty year actuarial funding program. The Light Department contributes to a Retirement Trust Fund on an actuarial basis. The Light Department's contribution for the year ended December 31, 1986 of \$513,528 was determined using a cost method and actuarial assumptions different from the Town.

The Town has not recorded the accumulated difference between actuarially determined pension costs and the pay-as-you go amount. Such difference is required to be reported as a liability in the Long-Term Obligations Account Group; however, it is not practicable to determine such amount.

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TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

(7) General long-Term Obligations

The following is a summary of bond transactions of the Town for the year as well as the composition of debt outstanding at June 30, 1987 and 1986:

Town	Interest Rates	Outstanding June 30, 1986	Additions	Reductions	Outstanding June 30, 1987
General purpose, serial maturities through 1996	4.8% to 7.6%	\$ 1,010,000	1,686,500	181,500	2,515,000
Schools, serial maturities through 1995	4.4% to 6.2%	1,675,000	258,000	423,000	1,510,000
Sewer, serial maturities through 1993	4.4% to 6.0%	975,000	35,000	245,000	765,000
Water, serial maturities through 1992	10.75%	960,000	-	160,000	800,000
Electric, serial maturities through 1990	5.2% to 6.0%	550,000	-	130,000	420,000
		<u>\$ 5,170,000</u>	<u>1,979,500</u>	<u>1,139,500</u>	<u>6,010,000</u>

(Continued)

TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

The general long-term obligation for accrued vested sick leave at June 30, 1987 is \$514,462. The amount reported in the June 30, 1986 general purpose financial statements was \$602,442, which included the liability relating to the Proprietary Fund Types. As of June 30, 1987, liabilities relating to the Proprietary Fund Types are reported as fund liabilities in their respective funds.

The annual requirements to amortize all general obligation bonds payable outstanding as of June 30, 1987, including interest, are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year ending June 30,			
1988	\$ 1,360,000	365,591	1,725,591
1989	1,350,000	262,525	1,612,525
1990	1,180,000	182,490	1,362,490
1991	775,000	114,790	889,790
1992	495,000	67,580	562,580
Thereafter	<u>850,000</u>	<u>82,560</u>	<u>932,560</u>
	<u>\$ 6,010,000</u>	<u>1,075,536</u>	<u>7,085,536</u>

The Commonwealth of Massachusetts has approved school construction assistance to the Town. The funds which are administered by the School Building Assistance Bureau (SBAB) provide resources for future principal and interest requirements for \$1,510,000 of general obligation school bonds outstanding. These resources are subject to annual appropriation by the State legislature and the Town's compliance with certain reporting requirements. During 1987, the Town received \$166,000 of such funding. Assuming satisfactory audit results and annual appropriations by the State legislature, \$174,000 will be received for fiscal years 1988, \$198,000 will be received for fiscal year 1989, \$165,000 will be received for fiscal year 1990, and \$73,000 will be received annually in fiscal years 1991-1993.

The Town is subject to a dual level general debt limit; the normal debt limit and the double debt limit. Such limits are equal to 5% and 10%, respectively, of the valuation of taxable property in the Town as last equalized by the Commonwealth's Department of Revenue. Debt may be authorized up to the normal debt limit without state approval. Authorizations under the double debt limit, however, require the approval of the Commonwealth's Emergency Finance Board. Additionally, there are many categories of general obligation debt which are exempt from the debt limit but are subject to other limitations.

TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

As of June 30, 1987, the Town may issue approximately \$93,000,000 of additional general obligation debt under the dual level general debt limit. The Town has no general obligation debt subject to the double debt limit.

The Town pays assessments under formulas which include debt service payments to other local governmental units providing services within the Town's boundaries (commonly referred to as overlapping debt). The primary overlapping debt relates to the Massachusetts Bay Transportation Authority (MBTA), Middlesex County, and the Massachusetts Water Resources Authority (MWRA). The following summary sets forth the long-term debt of each entity at June 30, 1987, the estimated share of such debt being serviced by the Town and the total of the Town's share of indirect debt.

	Long-Term Debt Outstanding	Town's Estimated Share	Town's Estimated Indirect Debt	Total 1987 Assessment (Including) Debt
MBTA	\$ 788,915,000	0.4830%	3,810,459	506,500
MWRA	217,264,000	1.01619%	2,207,815	567,574
Middlesex County	<u>10,345,000</u>	<u>1.62%</u>	<u>167,589</u>	<u>244,733</u>
	<u>\$ 1,016,524,000</u>	<u>3.11919%</u>	<u>6,185,863</u>	<u>1,318,807</u>

(8) Massachusetts Municipal Wholesale Electric Company

The Light Department of the Town of Reading (the "Department") is a participant in the Massachusetts Municipal Wholesale Electric Company ("MMWEC"), a public corporation of the Commonwealth of Massachusetts.

MMWEC is a coordinating and planning agency for the development of the bulk power supply requirements of its members and Project Participants. MMWEC is authorized to purchase ownership interests in, and to issue revenue bonds to finance, generating units ("Projects"). MMWEC sells the capability of each of its Projects to its members and other utilities ("Project Participants") under Power Sales Agreements. The Power Sales Agreement for each Project requires each Project Participant to pay its share of MMWEC's costs related to the Project which includes debt service on bonds issued by MMWEC to finance the Project, plus 10% of debt service to be paid into a Reserve and Contingency Fund. In addition, MMWEC has entered into long-term take or pay power purchase contracts for which it has corresponding resale agreements with certain of its members and other utilities. The

(Continued)

TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

Project and power purchase contract amounts are payable from each Participant's electric system revenue and are required to be made whether or not the Project is completed, the unit is operating and not withstanding the suspension or interruption of output of the unit.

- A substantial portion of MMWEC's construction program is its 11.59% ownership interest in the Seabrook project being constructed by New Hampshire Yankee ("NH Yankee"), currently a division of Public Service Company of New Hampshire ("PSNH"). NH Yankee, upon receipt of regulatory approval, is to be established as an independent entity to construct and operate the Seabrook station on behalf of the joint owners. Seabrook Unit No. 1 construction has been completed. Seabrook joint owners have authorized NH Yankee to begin the sale of all salvageable components and equipment from Seabrook Unit No. 2 and to return the construction permit for Unit No. 2 to the Nuclear Regulatory Commission.

The Seabrook nuclear station has experienced persistent and substantial cost increases and significant schedule delays, has been the source of continuing controversy and opposition from government officials, regulators, intervenors and others, and has created serious problems for many of its joint owners, including MMWEC. Although problems relating to the Seabrook Unit No. 1 construction schedule have been substantially overcome and the unit is now essentially complete, significant problems and uncertainties relating to Seabrook remain.

PSNH, owner of 35.6% of the Seabrook project, is experiencing substantial difficulty in sustaining its current financial obligations for the project. PSNH's management and its financial advisors have stated their conclusion that financings in the amounts required to meet cash needs during the near-term and the next several years are no longer available. Alternative financial plans which would improve PSNH's long-term cash position are currently being developed. PSNH has indicated that it will be extremely difficult to develop and implement a plan within the limited time available, and, should an adequate plan not be developed and in place before the end of 1987, it would be difficult, if not impossible, for PSNH to avoid proceedings under the Bankruptcy Code. The financial difficulties of PSNH could have a detrimental effect on the start-up of Seabrook Unit 1 or could otherwise adversely affect this project.

Seabrook Unit No. 1 has received an operating license from the Nuclear Regulatory Commission (NRC). The operating license is subject to conditions which do not permit commercial operation until emergency response plans, including evacuation plans, are submitted for Massachusetts and New Hampshire and the Massachusetts plans are approved by federal authorities. Opposition to the plans, the refusal of Massachusetts to submit a plan and delays in scheduling federal approvals have delayed and could prevent licensing and commercial operation of Seabrook Unit No. 1.

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TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

On March 25, 1987, the NRC's Atomic Safety and Licensing Board ("ASLB"), in response to emergency planning and safety issues, recommended issuance of a license for low power (5%) testing. That decision has been appealed. The issuance of a low power license has been stayed by the full NRC, which ruled on April 9, 1987 that emergency response plans must be filed before such license may be issued. The Seabrook joint owners have requested that the NRC reduce the emergency planning zone from ten miles to one mile, which would exclude Massachusetts from the zone. On April 22, 1987, the ASLB denied this request on the grounds that adequate data had not been presented to warrant further consideration of the request for reduction of the ten-mile zone at this time. The NRC has proposed a rule amendment that would permit owners of nuclear plants to submit emergency response plans on their own if they cannot obtain government cooperation. This proposal has also encountered opposition. Even if adopted, the process of developing and obtaining approval of owner prepared emergency response plans could be lengthy. An emergency response plan for Massachusetts was submitted by the joint owners on April 8, 1987 for consideration by the NRC. On June 11, 1987, the NRC denied the issuance of a low power operating license citing that the emergency response plans did not meet the NRC's threshold requirements for such plans. In view of the active opposition to the Seabrook project of various Massachusetts officials including the Governor, there can be no assurance as to whether or when Seabrook Unit No. 1 will become operational.

Other events have occurred affecting MMWEC and the Seabrook project in general. Such events include legal challenges by certain Project Participants and others of the validity of their Power Sales Agreements with MMWEC and unfavorable decisions and orders by regulatory bodies in Maine, Vermont and Massachusetts such as disallowance of recovery of some Seabrook project costs, disengagement from or disposal of respective shares of the Seabrook project and strict limitations on future Seabrook financing. On November 29, 1986, a Vermont Superior Court judge ruled that the Power Sales Agreements between MMWEC and several consumer-owned utilities in Vermont are valid under Vermont Law. The ruling rejects contentions by the Vermont Department of Public Service, Vermont Electric Cooperative and the Village of Stowe Water and Light Department that the contracts were invalid and therefore not binding agreements. The plaintiffs have appealed this judgment to the Vermont Supreme Court, which heard arguments on April 21, 1987, and a decision is pending.

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TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

In January 1986, Hull Municipal Lighting ("Hull") filed suit against MMWEC seeking a declaration that its Power Sales Agreements for Nuclear Mix No. 1, Nuclear Projects Nos. 4 and 5 and Project No. 6 relating to Seabrook were invalid and sought an injunction against MMWEC collecting any amounts from Hull under the agreements and monetary damages. The suit challenges the validity of these Power Sales Agreements on various grounds and alleges, among other things, various misrepresentations, breaches and imprudencies by MMWEC. On March 5, 1986 the Massachusetts Superior Court granted MMWEC's motions to stay the legal proceedings and compel arbitration of the suit and for a preliminary injunction requiring Hull to pay its share of monthly power costs as required by the Power Sales Agreements. On March 21, 1986, a single justice of the Massachusetts Appeals Court denied Hull's petition for relief from the orders of the Superior Court, and the matter went to arbitration.

After withholding payments, Hull is currently making payments under protest in accordance with the court order but appealed that order. On April 15, 1987, the Massachusetts Supreme Judicial Court upheld the order requiring Hull to continue making payments pending the outcome of the arbitration. In August 1987, the arbitrator ruled that a Town Meeting vote by Hull residents could not block (invalidate) contracts signed by its Light Board with MMWEC. The arbitrator has yet to rule on the other alleged breaches, imprudencies and misrepresentations claimed against MMWEC by Hull.

In January 1985, certain residents of the Town of Groton brought suit against the Town of Groton Municipal Light Department, the Town of Groton and MMWEC, challenging the validity of Nuclear Mix No. 1, Nuclear Projects Nos. 3, 4 and 5 and Project No. 6 Power Sales Agreements. On February 4, 1987, the Massachusetts Superior Court granted the defendants' motions for summary judgement and upheld the validity of Groton's Power Sales Agreements with MMWEC. The decision has been appealed by the plaintiffs.

On June 19, 1987, Eastern Maine Electric Cooperative ("EMEC"), a 3.6% participant in MMWEC's Project No. 6, stated that it is seriously contemplating the possibility of seeking the protection of Chapter 11 of the Bankruptcy Code in the not too distant future. EMEC noted that it cannot continue to make payments under the Power Sales Agreement with MMWEC and remain viable without some significant form of relief. EMEC has not made such payments since May 1987.

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Notes to General Purpose Financial Statements

Vermont Electric Cooperative ("VEC"), with a 0.41% ownership share of the Seabrook project, ceased making Seabrook construction payments in January 1986. Advance payments have been made by five other joint owners to cover the shortfall.

In addition to being a 0.41% direct joint owner in the Seabrook project, VEC has a 7.2% interest in MMWEC's Project No. 6 and has failed to make its monthly payments to MMWEC since February 1986.

In September 1986, MMWEC replaced \$120 million of 364-day Revenue Bond Anticipation Notes (BANS) due October 17, 1986 with \$110 million of 364 day BANS and an average annual rate of 14.08% to fund MMWEC's share of Seabrook construction costs for its Nuclear Project No. 4 and Project No. 6's, to fund interest on the BANS and to fund a portion of the 1986 and 1987 interest on Project No. 6's outstanding debt. The BANS were issued to bridge a financing gap until regulatory approval of a long-term financing plan could be obtained. MMWEC contemplated paying the BANS from the proceeds of long-term Revenue Bonds (Bonds). A request for long-term financing authority to extinguish the BANS had been filed in February 1986 and on January 14, 1987, the Department of Public Utilities (DPU) authorized long-term financing up to MMWEC's requested amount of \$164,500,000. Utilizing this new authorization along with previously unused ones, MMWEC issued \$337,660,000 of 1987 Series A and B long-term revenue bonds on July 1, 1987. According to the Internal Revenue Code of 1986, certain of these bonds required approval of the Governor of Massachusetts to be issued on a tax-exempt basis. On June 1, 1987, the Governor denied MMWEC's request for such approval; therefore, the 1987 Series B bonds for Project No. 6 are taxable bonds. The financing includes \$198,260,000 in tax-exempt Series A bonds and \$139,400,000 of taxable Series B bonds. The tax-exempt bonds were sold at an effective interest rate of 9.0023% while the taxable bonds carry an effective interest rate of 11.9133%. The tax-exempt portion includes \$163,060,000 of bonds that will be used to refund outstanding, high-interest bonds issued for Projects Nos. 3, 4 and 5. The balance of the bond issued, or \$174,600,000 is earmarked for Nuclear Project No. 4 and Project No. 6. Proceeds from this portion of the issue were used primarily to retire the \$110,000,000 of outstanding BANS. The bulk of the remaining proceeds will be used to fund a portion of the interest costs on MMWEC's outstanding Seabrook debt, enabling MMWEC to continue its phase-in of Seabrook project costs. Under the phase-in, the portion of interest costs funded by MMWEC is gradually decreasing, while the portion billed to Project Participants is gradually increasing.

As of June 30, 1987, the total estimated construction cost of MMWEC's Projects under construction was \$932,448,000 of which \$50,831,000 is the amount associated with the Department's Power Sales Agreements. Total construction expenditure amounted to \$783,763,000 of which \$43,024,000 represented the amount attributable to the Department. It is estimated that \$985,427,000 the principal amount of debt obligations,

(Continued)

Notes to General Purpose Financial Statements

will need to be issued by MMWEC to finance the Projects in its construction program, of which \$56,512,000 is attributable to the Department. Debt issued and outstanding included Power Supply System Revenue Bonds totaling \$796,413,000 and 364-day Revenue Bond Anticipation Notes (BANS) in the amount of \$110,000,000 due on September 9, 1987. The amount of each attributable to the Power Sales Agreements of the Department is \$50,364,000 and \$3,026,000, respectively. On bonds which have been issued, the debt service requirement through the year 2018 is \$2,572,098,000, of which \$132,666,000 is attributable to the Department.

In addition, MMWEC has expended \$391,384,000 and \$465,032,000 of outstanding bonds for Projects in operation, with total debt service of \$1,187,130,000. The Department's portion of expenditures, bonds issued and debt service on these Projects is \$48,323,000, \$55,162,000 and \$125,442,000, respectively.

The Light Department of the Town of Reading has entered into power purchase contracts or Project Power Sales Agreements with MMWEC. Under the above agreements, the Department is required to make capacity and/or debt service payments to MMWEC. The aggregate amount of such required payments on bonds outstanding and significant power purchase contracts through MMWEC at June 30, 1987 is shown below. These amounts exclude operating and maintenance expenses and the liability associated with the BANS. Also excluded are certain interest costs which are funded by bond proceeds.

	<u>Annual Cost</u>
For years ended June 30,	
1988	\$ 13,180,000
1989	11,512,000
1990	10,152,000
1991	10,140,000
1992	10,129,000
Later fiscal years	<u>208,755,000</u>
	<u>\$ 263,868,000</u>

In addition, the Department is required to pay its share of the operation and maintenance costs of the units. The Department's total payments under the agreements were \$6,841,000 for the year ended June 30, 1986 and \$6,113,000 for the year ended June 30, 1987.

Issuance of the 1987 Series A and B bonds on July 1, 1987 produced the following revised annual costs as of that date. These amounts exclude operating and maintenance expenses and certain interest costs which are funded or intend to be funded by bond proceeds.

(Continued)

Notes to General Purpose Financial Statements

	Annual Cost After <u>1987 Series A & B</u>
For the years ended June 30,	
1988	\$ 12,503,000
1989	10,770,000
1990	10,325,000
1991	10,314,000
1992	10,352,000
Later fiscal years	<u>217,633,000</u>
	\$ <u>271,897,000</u>

(9) Temporary Borrowings

Under state law and by authorization of the Board of Selectmen, the Town is authorized to borrow funds on a temporary basis as follows:

- o To fund current operating costs prior to the collection of revenues through issuance of revenue anticipation notes (RANS).
- o To fund capital project costs incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS).

Temporary loans are general obligations of the Town and carry maturity dates which are limited by statute. Interest expenditures for temporary borrowings were approximately \$59,000 and are accounted for in the General Fund.

(10) Deferred Compensation Plan

The Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all Town employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the Town (without being restricted to the provisions of benefits under the plan), subject only to the claims of the Town's general creditors. Participants' rights under the plan are equal to those of general creditors of the Town in an amount equal to the fair market value of the deferred account for each participant.

(Continued)

Notes to General Purpose Financial Statements

(11) Fund Deficit

The Public Works Facility Capital Projects Fund had a deficit equity balance at June 30, 1987. The deficit in this fund will be eliminated through future bond issues.

(12) Interfund Receivable and Payable Balances

Individual fund interfund receivable and payable balances at June 30, 1987 were:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General	\$ -	3,468,282
Special Revenue:		
School	568,306	-
Sale of real estate	1,544,326	-
Other	120,127	-
Capital Projects:		
Highway Improvements	216,746	-
Downtown Improvements	20,847	-
Public Works Facility	17,067	-
John Street Drain	22,071	-
Building Space	90,977	-
Coolidge School Roof	2,731	-
Joshua Eaton School Roof	12,425	-
Enterprise:		
Water	627,046	-
Sewer	159,627	-
Fiduciary:		
Employee Retirement Trust	-	24
Nonexpendable Trust	788,650	-
Expendable Trust	-	787,554
Agency	<u>64,914</u>	<u>-</u>
	\$ <u>4,255,860</u>	<u>4,255,860</u>

TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

(13) Operating Transfers

Operating transfers constitute the transfer of resources from the fund that receives the resources to the fund that utilizes them. Operating transfers during the year were as follows:

	Transfers In (Out)				
	General	Special Revenue	Capital Projects	Enterprise	Expendable Trusts
Purpose of operating transfer:					Non-Expendable Trusts
Revenue sharing	\$ 220,000	(220,000)	-	-	-
Additional lottery funds	74,087	(74,087)	-	-	-
County dog refund	1,044	(1,044)	-	-	-
Insurance reimbursement	1,016	(1,016)	-	-	-
"Right to Know" law reimbursement	2,576	(2,576)	-	-	-
State incentive aid	250	(250)	-	-	-
State aid to libraries	11,339	(11,339)	-	-	-
Cemetery sale of lots	27,804	(27,804)	-	-	-
Capital project	(30,000)	(115,000)	145,000	-	-
Electric earnings distribution	1,250,000	-	-	(1,250,000)	-
Water operations transfer	60,756	-	-	(60,756)	-
Sewer operations transfer	181,978	-	-	(181,978)	-
Cemetery perpetual care	51,600	-	-	-	(51,600)
Worker compensation trust	(102,718)	-	-	(31,000)	133,718
Pension trust	-	-	-	(511,753)	511,753
Investment income	-	-	-	-	84,124
					(84,124)
	\$ 1,749,732	(453,116)	145,000	(2,035,487)	677,992
					(84,124)

(Continued)

TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

(14) Contingencies

Numerous lawsuits are pending or threatened against the Town, which arose from the ordinary course of operations, including actions commenced and claims asserted against it for property damage and personal injury, breaches of contract, condemnation proceedings and other alleged violations of law.

The Town receives significant financial assistance from numerous federal and state agencies in the form of grants and entitlements. Expenditures of funds under these programs require compliance with the grant agreements and are subject to audit procedures prescribed under the Single Audit Act of 1984. Any disallowed expenditures resulting from such audits become a liability of the Town.

(15) Restricted Cash

Massachusetts law requires that the Reading Municipal Light Department maintain a restricted cash fund to finance plant additions. Cash is added to the fund each year in the amount of the depreciation provision. The fund may be used to repay bonds or other indebtedness issued to pay for the cost of plant additions, but only upon approval of the Department of Public Utilities. The depreciation fund, in the amount of \$350,131, is reported as cash in the combined balance sheet.

(16) Property, Plant and Equipment

A summary of property, plant and equipment by major category is as follows:

	Water and Sewer June 30, 1987	Electric Light Department December 31, 1986
Land	\$ 183,584	273,328
Plant and buildings	2,557,296	5,778,414
Lines	8,745,870	-
Equipment and fixtures	671,709	21,107,533
Construction in progress	103,250	-
	<u>12,261,709</u>	<u>27,159,275</u>
Less accumulated depreciation	<u>3,140,748</u>	<u>12,054,014</u>
	\$ <u>9,120,961</u>	<u>15,105,261</u>

TOWN OF READING, MASSACHUSETTS

Combining Balance Sheet

Special Revenue Funds

June 30, 1987

Assets	Federal Revenue Sharing Fund	School Fund	Sale of Real Estate Fund	Other Funds	Totals
Cash and short-term investments	\$ 157,729	24,527	-	3,709	185,965
Due from other governments	-	37,893	-	-	37,893
Due from other funds	-	568,306	1,544,326	120,127	2,232,759
Total assets	\$ 157,729	630,726	1,544,326	123,836	2,456,617
<u>Liabilities and Fund Balances</u>					
Liabilities:					
Warrants payable	\$ -	24,527	-	3,709	28,236
Accrued wages payable	-	16,434	-	-	16,434
Other liabilities	-	-	50,000	-	50,000
Fund balances:					
Reserved for subsequent year's expenditures	148,936	-	-	27,640	176,576
Unreserved	8,793	589,765	1,494,326	92,487	2,185,371
Total fund balance	157,729	589,765	1,494,326	120,127	2,361,947
Total liabilities and fund balances	\$ 157,729	630,726	1,544,326	123,836	2,456,617

TOWN OF READING, MASSACHUSETTS

Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Special Revenue Funds

Year ended June 30, 1987

	Federal Revenue Sharing Fund	School Funds	Sale of Real Estate Fund	Other Funds	Totals
Revenues:					
Charges for services	\$ -	663,562	-	251,792	915,354
Intergovernmental	58,192	803,813	-	148,787	1,010,792
Investment income	20,426	-	-	1,610	22,036
Total revenues	<u>78,618</u>	<u>1,467,375</u>	<u>-</u>	<u>402,189</u>	<u>1,948,182</u>
Expenditures:					
General government	-	-	22,500	16,639	39,139
Public safety	-	-	-	150,042	150,042
Education	-	1,304,671	-	-	1,304,671
Public works and facilities	-	-	-	30,769	30,769
Human services	-	-	-	16,372	16,372
Culture and recreation	-	-	-	48,404	48,404
Total expenditures	<u>-</u>	<u>1,304,671</u>	<u>22,500</u>	<u>262,226</u>	<u>1,589,397</u>
Excess (deficiency) of revenues over expenditures	78,618	162,704	(22,500)	139,963	358,785
Other financing uses:					
Operating transfers (out)	<u>(220,000)</u>	<u>-</u>	<u>(115,000)</u>	<u>(118,116)</u>	<u>(453,116)</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	(141,382)	162,704	(137,500)	21,847	(94,331)
Fund balance, beginning of year	<u>299,111</u>	<u>427,061</u>	<u>1,631,826</u>	<u>98,280</u>	<u>2,456,278</u>
Fund balance, end of year	<u>\$ 157,729</u>	<u>589,765</u>	<u>1,494,326</u>	<u>120,127</u>	<u>2,361,947</u>

TOWN OF READING, MASSACHUSETTS

Combining Balance Sheet

Capital Projects Funds

June 30, 1987

	<u>Assets</u>						<u>Totals</u>	
	Highway Improvement Fund	Donation Improvement Fund	Public Works Facility Fund	John St. Drain Fund	Building Space Fund	Coolidge School Roof Fund	Joshua Eaton School Roof Fund	
Cash and short-term investments	\$ -	-	195,963	2,728	5,808	-	-	204,499
Due from other funds	216,746	20,847	17,067	22,071	90,977	2,731	12,425	382,864
Total assets	\$ 216,746	20,847	213,030	24,799	96,785	2,731	12,425	587,363
<u>Liabilities and Fund Balances</u>								
Liabilities:								
Warrants and accounts payable	-	-	383,070	2,728	16,084	-	-	401,882
Fund balances:								
Reserved for encumbrances	-	20,847	-	22,071	80,701	2,731	12,425	138,775
Unreserved	216,746	-	(170,040)	-	-	-	-	46,706
Total fund balance	216,746	20,847	(170,040)	22,071	80,701	2,731	12,425	185,481
Total liabilities and fund balances	\$ 216,746	20,847	213,030	24,799	96,785	2,731	12,425	587,363

TOWN OF READING, MASSACHUSETTS

Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Capital Projects Funds

Year ended June 30, 1987

	Highway Improvement Fund	Downtown Improvement Fund	Public Works Facility Fund	John St. Site Preparation Fund	John St. Drain Fund	Building Space Fund	Coolidge School Roof Fund	Joshua Eaton School Roof Fund	Totals
Revenues:									
Intergovernmental	\$ 89,279	-	-	-	-	-	-	-	89,279
Expenditures:									
Capital outlays	30,325	143	2,010,040	31,907	44,089	35,852	720	77,575	2,230,651
Excess (deficiency) of revenues over expenditures	58,954	(143)	(2,010,040)	(31,907)	(44,089)	(35,852)	(720)	(77,575)	(2,141,372)
Other financing sources:									
Proceeds of general obligation notes	-	-	1,810,000	-	-	-	-	90,000	1,900,000
Operating transfers in	-	-	30,000	-	-	115,000	-	-	145,000
Total other financing sources	-	-	1,840,000	-	-	115,000	-	90,000	2,045,000
Excess (deficiency) of revenues and other financing sources over expenditures	58,954	(143)	(170,040)	(31,907)	(44,089)	79,148	(720)	12,425	(96,372)
Fund balance, beginning of year	157,792	20,990	-	31,907	66,160	1,553	3,451	-	281,853
Fund balance, end of year	\$ 216,746	20,847	(170,040)	-	22,071	80,701	2,731	12,425	185,481

TOWN OF READING, MASSACHUSETTS

Combining Balance Sheet

Water and Sewer Enterprise Funds

June 30, 1987

<u>Assets</u>	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Totals</u>
Cash and short-term investments	\$ 149,071	8,918	157,989
Receivables (net of allowance for uncollectibles):			
User charges	635,000	479,000	1,114,000
Special assessments	3,588	65,676	69,264
Due from other funds	627,046	159,627	786,673
Inventory	41,633	6,751	48,384
Fixed assets (net)	<u>3,017,170</u>	<u>6,103,791</u>	<u>9,120,961</u>
Total assets	\$ <u>4,473,508</u>	<u>6,823,763</u>	<u>11,297,271</u>
<u>Liabilities and Fund Equity</u>			
Liabilities:			
Warrants and accounts payable	\$ 149,071	70,688	219,759
Accrued sick leave	12,561	9,155	21,716
Deferred revenue	3,588	65,676	69,264
Accrued interest on bonds payable	35,833	12,978	48,811
Bonds payable	<u>800,000</u>	<u>765,000</u>	<u>1,565,000</u>
Total liabilities	<u>1,001,053</u>	<u>923,497</u>	<u>1,924,550</u>
Fund equity:			
Municipal contributed capital	2,001,267	5,048,977	7,050,244
Less depreciation	<u>(244,946)</u>	<u>(359,172)</u>	<u>(604,118)</u>
Accumulated Municipal contributed capital, net	1,756,321	4,689,805	6,446,126
Retained earnings:			
Reserved	1,265,979	1,134,602	2,400,581
Unreserved	<u>450,155</u>	<u>75,859</u>	<u>526,014</u>
Total fund equity	<u>3,472,455</u>	<u>5,900,266</u>	<u>9,372,721</u>
Total liabilities and fund equity	\$ <u>4,473,508</u>	<u>6,823,763</u>	<u>11,297,271</u>

TOWN OF READING, MASSACHUSETTS

Combining Statement of Revenues, Expenses and Changes in Fund Equities

Water and Sewer Enterprise Funds

Year ended June 30, 1987

	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Totals</u>
Operating revenues:			
Charges for services	\$ 1,865,761	1,378,570	3,244,331
Special assessments	<u>51</u>	<u>30,916</u>	<u>30,967</u>
Total operating revenues	<u>1,865,812</u>	<u>1,409,486</u>	<u>3,275,298</u>
Operating expenses:			
Personal services	380,485	101,180	481,665
Fringe benefits	136,547	41,094	177,641
Energy purchases	111,791	28,348	140,139
Intergovernmental	-	567,147	567,147
Depreciation	127,473	179,472	306,945
Other	<u>434,997</u>	<u>150,411</u>	<u>585,408</u>
Total operating expenses	<u>1,191,293</u>	<u>1,067,652</u>	<u>2,258,945</u>
Operating income	<u>674,519</u>	<u>341,834</u>	<u>1,016,353</u>
Nonoperating revenues (expenses):			
Operating grant	-	77,708	77,708
Interest expenses	<u>(139,033)</u>	<u>(58,692)</u>	<u>(197,725)</u>
Total nonoperating revenues (expenses)	<u>(139,033)</u>	<u>19,016</u>	<u>(120,017)</u>
Income before operating transfers	535,486	360,850	896,336
Operating transfers in (out)	<u>(60,756)</u>	<u>(181,978)</u>	<u>(242,734)</u>
Net income	474,730	178,872	653,602
Fund equity, beginning of year	2,829,104	5,621,133	8,450,237
Contributed fixed assets	<u>168,621</u>	<u>100,261</u>	<u>268,882</u>
Fund equity, end of year	\$ <u>3,472,455</u>	<u>5,900,266</u>	<u>9,372,721</u>

TOWN OF READING, MASSACHUSETTS

Combining Statement of Changes in Financial Position

Water and Sewer Enterprise Funds

Year ended June 30, 1987

	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Totals</u>
Sources of working capital:			
Operations:			
Net income	\$ 474,730	178,872	653,602
Item not requiring working capital:			
Depreciation	<u>127,473</u>	<u>179,472</u>	<u>306,945</u>
Working capital provided by operations	602,203	358,344	960,547
Contributed capital	<u>168,621</u>	<u>100,261</u>	<u>268,882</u>
Total sources of working capital	<u>770,824</u>	<u>458,605</u>	<u>1,229,429</u>
Uses of working capital:			
Acquisition of fixed assets	174,470	116,906	291,376
Retirement of bonds payable	<u>160,000</u>	<u>245,000</u>	<u>405,000</u>
Total uses of working capital	<u>334,470</u>	<u>361,906</u>	<u>696,376</u>
Net increase in working capital	\$ <u>436,354</u>	<u>96,699</u>	<u>533,053</u>
Elements of net increase (decrease) in working capital:			
Cash	\$ 129,424	6,032	135,456
Receivables	63,000	75,000	138,000
Due from other funds	380,115	98,850	478,965
Warrants and accounts payable	(129,424)	(67,802)	(197,226)
Accrued sick leave	(12,561)	(9,155)	(21,716)
Inventory	41,633	6,751	48,384
Accrued bond interest payable	<u>(35,833)</u>	<u>(12,977)</u>	<u>(48,810)</u>
Net increase in working capital	\$ <u>436,354</u>	<u>96,699</u>	<u>533,053</u>

Combining Balance Sheet

Fiduciary Funds

June 30, 1987

Assets	Employee Retirement Trust Fund	Nonexpendable Trust Funds	Expendable Trust Funds	Agency Funds	Totals
Cash and short-term investments	\$ 288,075	31,833	2,732,395	10,683	3,062,986
Other investments	9,591,275	-	6,697,280	-	16,288,555
Investments with fiscal agents, at market	-	-	-	199,898	199,898
Receivables:					
Education loans	-	6,500	-	-	6,500
Accrued interest	144,097	-	-	-	144,097
Other	123,860	-	-	-	123,860
Due from other funds	-	788,650	-	64,914	853,564
Total assets	\$ 10,147,307	826,983	2,429,675	275,495	20,679,460
<u>Liabilities and Fund Balances</u>					
Liabilities:					
Warrants payable	-	-	9,342	10,683	20,025
Deferred compensation	-	-	-	199,898	199,898
Due to other funds	24	-	787,554	-	787,578
Other liabilities	-	-	-	64,914	64,914
Total liabilities	24	-	796,896	275,495	1,072,415
Fund balances:					
Reserved for subsequent year's expenditures	-	-	61,100	-	61,100
Reserved for endowments	-	826,983	-	-	826,983
Reserved for employees' retirement system	10,147,283	-	-	-	10,147,283
Unreserved	-	-	8,571,679	-	8,571,679
Total fund balances	10,147,283	826,983	8,632,779	-	19,607,045
Total liabilities and fund balances	\$ 10,147,307	826,983	2,429,675	275,495	20,679,460

TOWN OF READING, MASSACHUSETTS

Combining Statement of Revenues, Expenditures and Changes in Fund Balance

Expendable Trust Funds

Year ended June 30, 1987

	Municipal Light Fund	Town Pension Fund	Worker Compensation Fund	Stabilization Fund	Other Expendable Trust Funds	Totals
Revenues:						
Interest earnings	\$ 538,187	2,786	28,414	125	227,550	797,062
Expenditures:						
Education	-	-	-	-	3,275	3,275
Public works and facilities	-	-	-	-	200	200
Human services	-	-	-	-	33,321	33,321
Employee benefits	294,155	-	120,693	-	-	414,848
Total expenditures	294,155	-	120,693	-	36,796	451,644
Excess of revenues over (under) expenditures	244,032	2,786	(92,279)	125	190,754	345,418
Other financing sources:						
Operating transfers in	511,753	-	133,718	-	32,524	677,995
Excess of revenues and other financing sources over expenditures	755,785	2,786	41,439	125	223,278	1,023,413
Fund balances, beginning of year	5,273,783	44,765	283,477	2,003	2,005,338	7,609,366
Fund balances, end of year	\$ 6,029,568	47,551	324,916	2,128	2,228,616	8,632,779

TOWN OF READING, MASSACHUSETTS

Schedule of Cash Balances

June 30, 1987

Non-interest-bearing:	
Boston Safe Deposit and Trust	\$ 1,613
State Street Bank and Trust	<u>197</u>
Total	<u>1,810</u>
Interest-bearing Savings Bank:	
South Boston Savings Bank	4,996,369
Reading Co-operative Bank	99,882
Massachusetts Municipal Depository Trust Company	694,178
Boston Safe Deposit and Trust Co.	4,484,892
BayBank Middlesex	2,138,029
Century Bank	4,132
State Street Bank and Trust Co.	<u>1,421,929</u>
Total	13,839,411
Bad checks	<u>245</u>
Total Treasurer's cash and short-term investments	13,841,466
Less: Light Department's share of pooled cash at June 30, 1987	<u>(969,926)</u>
Total treasurer's cash and short-term investments	\$ <u>12,871,540</u>
Total cash and short-term investments per financial statements	\$ 19,481,909
Less: Light Department's cash at December 31, 1986	(7,557,895)
Add: Light Department's reconciling items at June 30, 1987	<u>947,078</u>
Total cash and short-term investments	\$ <u>12,871,092</u>

TOWN OF READING, MASSACHUSETTS

SCHEDULE 1

GENERAL FUND

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
GENERAL GOVERNMENT	1,617,727	1,451,435	51,780	114,512
PUBLIC SAFETY	3,437,659	3,355,990	42,524	39,145
EDUCATION	12,329,649	11,926,120	381,365	22,164
PUBLIC WORKS AND FACILITIES	3,134,868	2,711,274	371,433	52,161
HUMAN SERVICES	238,131	196,403	100	41,628
CULTURE AND RECREATION	535,395	517,690	826	16,879
DEBT SERVICE	815,980	815,881		99
EMPLOYEE BENEFITS	2,772,415	2,764,968		7,447
INTERGOVERNMENTAL	753,845	777,882		(24,037)
	-----	-----	-----	-----
	\$ 25,635,669	\$ 24,517,643	\$ 848,028	\$ 269,998
	=====	=====	=====	=====

TOWN OF READING, MASSACHUSETTS

SCHEDULE 1

GENERAL FUND

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
GENERAL GOVERNMENT:				
SELECTMEN:				
PERSONAL SERVICES	92,578	81,919		10,659
NON-PERSONAL EXPENSES	36,050	31,615	3,575	860
SELECTMEN - MISCELLANEOUS:				
NON-PERSONAL EXPENSES	71,260	60,517	7,500	3,243
FINANCE COMMITTEE:				
PERSONAL SERVICES	2,250	1,268		982
NON-PERSONAL EXPENSES	35,350	34,427		923
RESERVE FUND	998			998
TOWN ACCOUNTANT:				
PERSONAL SERVICES	64,844	63,615		1,229
NON-PERSONAL EXPENSES	1,365	1,316		49
BOARD OF ASSESSORS:				
PERSONAL SERVICES	90,117	84,113		6,004
NON-PERSONAL EXPENSES	5,791	5,702		89
TOWN TREASURER:				
PERSONAL SERVICES	85,294	85,161		133
NON-PERSONAL EXPENSES	65,376	65,361		15
TOWN COLLECTOR:				
PERSONAL SERVICES	92,619	91,863		756
NON-PERSONAL EXPENSES	17,628	17,599		29
LAW:				
NON-PERSONAL EXPENSES	112,589	102,138		10,451
PERSONNEL BOARD:				
PERSONAL SERVICES	21,263	4,314		16,949
NON-PERSONAL EXPENSES	700	699		1
DATA PROCESSING:				
NON-PERSONAL EXPENSES	116,840	115,469		1,371
TOWN CLERK:				
PERSONAL SERVICES	65,075	64,685		390
NON-PERSONAL EXPENSES	9,180	9,059		121

TOWN OF READING, MASSACHUSETTS
GENERAL FUND

SCHEDULE 1

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
ELECTIONS:				
PERSONAL SERVICES	16,500	14,388		2,112
NON-PERSONAL EXPENSES	30,800	26,360		4,440
REGISTRATION:				
PERSONAL SERVICES	1,150	1,135		15
CONSERVATION COMMISSION:				
PERSONAL SERVICES	31,818	31,327		491
NON-PERSONAL EXPENSES	6,942	6,586		356
PLANNING BOARD:				
PERSONAL SERVICES	8,231	2,400		5,831
NON-PERSONAL EXPENSES	26,528	2,823	23,705	
ZONING BOARD	5,840	5,686		154
TRAFFIC SYSTEM:				
NON-PERSONAL EXPENSES	16,500		16,500	
TOWN FOREST COMMISSION:				
NON-PERSONAL EXPENSES	500		500	
BUILDING MAINTENANCE:				
PERSONAL SERVICES	87,259	81,814		5,445
NON-PERSONAL EXPENSES	102,441	101,818		623
CASUALTY INSURANCE:				
NON-PERSONAL EXPENSES	281,051	249,026		32,025
INSURANCE DEDUCTIBLE:				
NON-PERSONAL EXPENSES	15,000	7,232		7,768
	-----	-----	-----	-----
	\$	\$	\$	\$
TOTAL GENERAL GOVERNMENT	1,617,727	1,451,435	51,780	114,512
	=====	=====	=====	=====

TOWN OF READING, MASSACHUSETTS
GENERAL FUND

SCHEDULE 1

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
PUBLIC SAFETY:				
POLICE:				
PERSONAL SERVICES	1,452,351	1,448,571		3,780
NON-PERSONAL EXPENSES	166,627	126,843	39,160	624
POLICE SCHOOL TRAFFIC:				
PERSONAL SERVICES	52,793	47,804		4,989
PARKING FINE ENFORCEMENT:				
PERSONAL SERVICES	3,270	3,205		65
NON-PERSONAL EXPENSES	1,243	955		288
FIRE:				
PERSONAL SERVICES	1,513,318	1,492,213		21,105
NON-PERSONAL EXPENSES	136,674	133,299	3,364	11
FIRE ALARM:				
PERSONAL SERVICES	9,863	9,863		
NON-PERSONAL EXPENSES	3,770	3,770		
INDEMNIFICATION POLICE/FIRE:				
NON-PERSONAL EXPENSES	20,000	13,829		6,171
BUILDING INSPECTOR:				
PERSONAL SERVICES	48,307	48,307		
NON-PERSONAL EXPENSES	3,490	3,381		109
SEALER WEIGHTS AND MEASURES:				
PERSONAL SERVICES	3,113	3,113		
NON-PERSONAL EXPENSES	950	785		165
CIVIL DEFENSE:				
PERSONAL SERVICES	1,000	1,000		
NON-PERSONAL EXPENSES	1,140	894		246
ANIMAL CONTROL:				
PERSONAL SERVICES	14,906	14,906		
NON-PERSONAL EXPENSES	4,844	3,252		1,592
	-----	-----	-----	-----
TOTAL PUBLIC SAFETY	\$ 3,437,659	\$ 3,355,990	\$ 42,524	\$ 39,145
	=====	=====	=====	=====

TOWN OF READING, MASSACHUSETTS

SCHEDULE 1

GENERAL FUND

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
EDUCATION:				
SCHOOL DEPARTMENT	12,080,109	11,676,580	381,365	22,164
NORTHEAST REGIONAL VOCATIONAL SCHOOL DISTRICT ASSESSMENT	249,540	249,540		
	-----	-----	-----	-----
	\$	\$	\$	\$
TOTAL EDUCATION	12,329,649	11,926,120	381,365	22,164
	=====	=====	=====	=====
	\$	\$	\$	\$
PUBLIC WORKS AND FACILITIES:				
PUBLIC WORKS:				
PERSONAL SERVICES	982,351	950,431		31,920
NON-PERSONAL EXPENSES	475,972	400,939	75,033	
SNOW AND ICE CONTROL	262,206	261,966		240
RUBBISH COLLECTION AND DISPOSAL:				
NON-PERSONAL EXPENSES	637,000	608,919	28,081	
SANITARY LANDFILL:				
NON-PERSONAL EXPENSES	20,000	13,934	6,066	
ROADWAY CONSTRUCTION:				
NON-PERSONAL EXPENSES	180,000	42,748	137,252	
EQUIPMENT:				
NON-PERSONAL EXPENSES	123,000	104,334		18,666
PARK CONSTRUCTION:				
NON-PERSONAL EXPENSES	11,500	5,116	6,384	
DRAIN CONSTRUCTION:				
NON-PERSONAL EXPENSES	97,708	172	97,536	
SIDEWALK CONSTRUCTION:				
NON-PERSONAL EXPENSES	15,000	15,000		
GAVIN CIRCLE:				
NON-PERSONAL EXPENSES	500		500	

TOWN OF READING, MASSACHUSETTS
GENERAL FUND

SCHEDULE 1

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
LATHAM LANE:				
NON-PERSONAL EXPENSES	1,500		1,500	
STREET LIGHTING:				
NON-PERSONAL EXPENSES	116,020	116,020		
CEMETERY:				
PERSONAL SERVICES	136,800	136,800		
NON-PERSONAL EXPENSES	39,310	37,981		1,329
CEMETERY DEVELOPMENT	34,401	15,320	19,081	
CARE OF VETERANS GRAVES	1,600	1,594		6
	-----	-----	-----	-----
	\$	\$	\$	\$
TOTAL PUBLIC WORKS AND FACILITIES:	3,134,868	2,711,274	371,433	52,161
	=====	=====	=====	=====
	\$	\$	\$	\$
HUMAN SERVICES:				
BOARD OF HEALTH:				
PERSONAL SERVICES	39,522	38,760		762
NON-PERSONAL EXPENSES	11,253	8,389	100	2,764
CARE OF CONTAGIOUS DISEASE	11,267	9,540		1,727
FLUORIDATION	3,887	2,785		1,102
MOSQUITO CONTROL	12,000	12,000		
NURSING SERVICES	9,707	9,160		547
ANIMAL INSPECTOR	800	800		
COMMUNITY PREVENTION PROGRAMS	20,766	20,766		
COUNCIL ON AGING:				
PERSONAL SERVICES	60,941	55,645		5,296
NON-PERSONAL EXPENSES	9,521	8,740		781

TOWN OF READING, MASSACHUSETTS

SCHEDULE 1

GENERAL FUND

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
VETERANS AGENT:				
PERSONAL SERVICES	17,036	16,629		407
NON-PERSONAL EXPENSES	1,431	1,380		51
VETERANS AID	40,000	11,809		28,191
	-----	-----	-----	-----
TOTAL HUMAN SERVICES	\$ 238,131	\$ 196,403	\$ 100	\$ 41,628
	=====	=====	=====	=====
	\$	\$	\$	\$
CULTURE AND RECREATION:				
LIBRARY:				
PERSONAL SERVICES	321,725	309,900		11,825
NON-PERSONAL EXPENSES	133,650	129,991		3,659
LIBRARY COPY SERVICE	6,716	6,588		128
RECREATION:				
PERSONAL SERVICES	48,952	47,851		1,101
NON-PERSONAL EXPENSES	23,352	22,360	826	166
HISTORICAL COMMISSION	1,000	1,000		
	-----	-----	-----	-----
TOTAL CULTURE AND RECREATION	\$ 535,395	\$ 517,690	\$ 826	\$ 16,879
	=====	=====	=====	=====
	\$	\$	\$	\$
DEBT SERVICE:				
RETIREMENT OF DEBT	604,500	604,500		
INTEREST ON LONG TERM DEBT	152,680	152,680		
SHORT-TERM INTEREST EXPENSE	58,800	58,701		99
	-----	-----	-----	-----
TOTAL DEBT SERVICE	\$ 815,980	\$ 815,881	\$	\$ 99
	=====	=====	=====	=====

TOWN OF READING, MASSACHUSETTS

SCHEDULE 1

GENERAL FUND

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1986

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
EMPLOYEE BENEFITS:				
CONTRIBUTORY RETIREMENT:				
ASSESSMENT	1,431,691	1,431,691		
NON-CONTRIBUTORY PENSIONS:				
PENSIONS	82,950	80,933		2,017
UNEMPLOYMENT COMPENSATION:				
BENEFITS	20,000	15,052		4,948
WORKER COMPENSATION:				
TRANSFER TO TRUST FUND	102,718	102,718		
GROUP HEALTH AND LIFE INSURANCE:				
PREMIUMS	1,135,056	1,134,574		482
	-----	-----	-----	-----
	\$	\$	\$	\$
TOTAL EMPLOYEE BENEFITS	2,772,415	2,764,968		7,447
	=====	=====	=====	=====
	\$	\$	\$	\$
INTERGOVERNMENTAL:				
COUNTY ASSESSMENTS:				
COUNTY TAX	258,825	244,733		14,092
STATE ASSESSMENTS:				
SPECIAL EDUCATION	15,725	12,664		3,061
RETIREMENT SYSTEM	1,373	1,373		
EXCISE BILLS	3,352	3,352		
HEALTH INSURANCE	691	691		
AIR POLLUTION CONTROL	4,456	4,456		
METRO AREA PLANNING COUNCIL	4,114	4,114		
MASSACHUSETTS BAY TRANSPORTATION AUTHORITY	465,309	506,499		(41,190)
	-----	-----	-----	-----
	\$	\$	\$	\$
	753,845	777,882		(24,037)
	=====	=====	=====	=====

TOWN OF READING, MASSACHUSETTS
GENERAL FUND

SCHEDULE 2

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO PRIOR YEARS ENCUMBRANCES (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
 GENERAL GOVERNMENT:				
 SELECTMEN:				
SALE OF COMMUNITY CENTER	7,610			7,610
TRAFFIC SIGNALS	3,985	3,985		
COUNCIL ON AGING FACILITY	20,000		500	19,500
TOWN MANAGER SELECTION	3,856	2,215		1,641
 BOARD OF ASSESSORS:				
APPRAISAL SERVICES	95,285	42,570	51,221	494
 TOWN COLLECTOR:				
SUPPLIES	60	52		8
 DATA PROCESSING:				
PERSONAL COMPUTER	4,775	4,775		
 CONSERVATION COMMISSION:				
ENGINEERING SERVICES	1,500			1,500
 TOWN FOREST COMMITTEE				
	500	245		255
 BUILDING MAINTENANCE:				
CENTRAL FIRE STATION	200	200		
ENERGY IMPROVEMENTS	5,728	5,070		658
LIBRARY SPACE	2,582	2,582		
 PUBLIC SAFETY:				
 POLICE:				
UNIFORMS	2,559	2,559		
 FIRE:				
EMERGENCY MEDICAL TECHNITIONS	750	750		
FIRE ENGINE	67,400	67,397		3
GENERATOR	10,000	9,300		700
UNIFORMS	2,738	1,933	805	
 EDUCATION:				
 SCHOOL DEPARTMENT:				
TEACHERS SUMMER SALARIES	227,973	224,053		3,920
OTHER	194,613	185,376	6,000	3,237

TOWN OF READING, MASSACHUSETTS
GENERAL FUND

SCHEDULE 2

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO PRIOR YEARS ENCUMBRANCES (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
PUBLIC WORKS AND FACILITIES:				
PUBLIC WORKS:				
SANITARY LANDFILL	21,599	21,599		
ENGINEERING	2,038	2,038		
TRAFFIC CONTROL	14,464	14,464		
HIGHWAY	8,311	8,311		
PARK CONSTRUCTION	19,614	10,265	9,349	
DRAIN CONSTRUCTION	135,531		135,531	
SIDEWALK CONSTRUCTION	15,000	15,000		
HAZARDOUS WASTE CLEANUP	22,839	22,839		
GRANGER AVE	500		500	
HIGHWAY CHIP SEAL	18,110	18,110		
HIGHWAY CHAPTER 90	29,356	29,356		
DRAIN CONSTRUCTION	97,850	15,442	82,408	
DRAIN CONSTRUCTION	2,559	1,766	793	
HIGHWAY AND BRIDGE	14,466	8,241	6,225	
CEMETERY:				
PURCHASE OF LOTS	1,670	415	1,255	
LIBRARY:				
BOOKS	2,701	2,696		5
HISTORIC COMMISSION				
	265	265		
	-----	-----	-----	-----
	\$	\$	\$	\$
	1,058,987	723,869	294,587	39,531
	=====	=====	=====	=====

TOWN OF READING, MASSACHUSETTS

SCHEDULE 3

WATER FUND

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)

YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
OPERATIONS:				
PERSONAL SERVICES	433,261	380,485		52,776
NON-PERSONAL EXPENSES	694,288	368,283	137,185	188,820
DEBT SERVICE:				
RETIREMENT OF DEBT	160,000	160,000		
INTEREST ON LONG TERM DEBT	103,200	103,200		
	-----	-----	-----	-----
	\$	\$	\$	\$
	1,390,749	1,011,968	137,185	241,596
	=====	=====	=====	=====

TOWN OF READING, MASSACHUSETTS

SCHEDULE 4

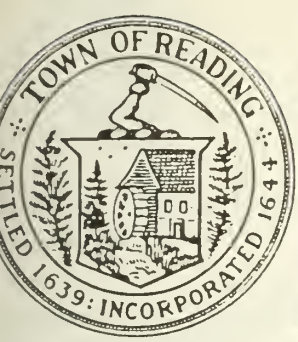
SEWER FUND

STATEMENT OF EXPENDITURES AND ENCUMBRANCES, COMPARED TO BUDGET (CASH BASIS)
YEAR ENDED JUNE 30, 1987

	BUDGET (REVISED)	EXPENDITURES	ENCUMBERED	UNENCUMBERED BALANCE
	-----	-----	-----	-----
	\$	\$	\$	\$
OPERATIONS:				
PERSONAL SERVICES	131,723	101,180		30,543
NON-PERSONAL EXPENSES	145,387	116,261	29,126	
WATER RESOURCES BOARD ASSESSMENT	567,147	567,147		
DEBT SERVICE:				
RETIREMENT OF DEBT	245,000	245,000		
INTEREST ON LONG TERM DEBT	45,715	45,715		
	-----	-----	-----	-----
	\$	\$	\$	\$
	1,134,972	1,075,303	29,126	30,543
	=====	=====	=====	=====

Community Development





Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

DEPARTMENT OF COMMUNITY DEVELOPMENT
16 LOWELL STREET

ANNUAL REPORT 1987

The Community Development Department was formed in October 1987 through the consolidation of the Town's Building Inspections, Conservation, and Planning operations, which are now divisions within the Department.

The Department's personnel consists of a Director, who is also the Town Planner, the Building Inspector (also Zoning Enforcement Officer), part-time Wire Inspector, and part time Plumbing and Gas Inspector; the Conservation Administrator, the Administrative Assistant, and two part-time Principal Clerks.

The Department reports administratively to the Board of Selectmen through the Town Manager, and reports substantively, as appropriate, and is responsible for staff support to the Community Planning and Development Commission, the Conservation Commission, the Zoning Board of Appeals, the Historical Commission, and the Land Bank Committee. The reports of each of these Boards or Commissions are contained in this volume. In addition, the Department coordinates the Town's liaison with the Metropolitan Area Planning Council.

The primary mission of the Department is the preservation and enhancement of Reading's physical and environmental quality of life. In pursuit of this objective, we work closely with citizens, organizations, and other public agencies on matters of mutual concern and interest. A large part of our work involves shepherding applicants through the processes of obtaining necessary reviews and approvals from public commissions which have been charged by Town Meeting with upholding the public interest. Concurrently we provide professional advice and clerical support to these commissions, in order to facilitate their citizen members in their deliberations and decision-making. Another important departmental task involves enforcement of these decisions on a day-to-day and case-by-case basis.

From making sure that water heaters do not blow up or buildings collapse, to seeing that our wetlands and wellfields are adequately protected, to guaranteeing property values and livability in the town through sound zoning decisions, enforcement, and planning, this department endeavors to use well the resources which we have been given to protecting the resources with which our town has been endowed.



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

ZONING BOARD of APPEALS
6 LOWELL STREET

During 1987, the Zoning Board of Appeals held seventy hearings to deal with fifty-six petitions. There were twenty-five applications for a Special Permit: two were withdrawn; twenty-two were granted and one is still pending. Fourteen of those granted dealt with additions, alterations or extensions to a non-conforming structure. One was for the construction of townhouses, Greenhouse Acres, which the Board deliberated on at five separate hearings. Five were for Accessory Apartments, four of which were granted and one is still pending. One Special Permit granted was to allow off-street parking under Section 6.1.1.2. for TASC. The final two granted allowed for construction of a single-family dwelling on an undersized lot.

Twenty-eight applications for Variance were received of which fourteen were granted; eight were denied and six were withdrawn. One request granted authorized an eighteen month extension of a previously granted use variance to the Reading Gymnastic Academy. Ten extended relief to structures that do not conform to present zoning regulations but have been in existence for at least seven years without complaint, and were constructed with a legal building permit. The remaining three granted were to allow for an extension of a present one car garage into the side lot setback and two decks which also encroached into the side lot setback.

Lastly, there were two requests for relief from a Decision of the Building Inspector. The Decision of the Building Inspector was upheld in both instances. One spoke to non-compliance of a Special Permit granted many years ago and the other for the enclosure of a non-conforming deck/porch which was made into a room.

The Board completed an update of their Rules and Regulations which includes a revised application form and instructions for citizens.

Catherine A. Quimby, Chairman
Stephen G. Tucker, Vice Chairman
John A. Jarema

Associate Members
C. Nancy Scott
Sally C. Nitzsche
Ardith A. Wieworka



TOWN OF READING, MASSACHUSETTS
Office of
INSPECTOR OF BUILDINGS

TOWN HALL ANNEX 6 LOWELL ST.
942-0500 ext. 69 & 71

Stuart S. LeClaire
Building Inspector

Annual Report of the Building Department, 1987

The Building Department is responsible for issuing permits for all building alterations (i.e. additions, sheds, siding), construction of new dwellings, to erect new signs, the installation of swimming pools and wood stoves, and other miscellaneous structures and small alterations such as window replacements.

Along with the issuance of permits, the department is also required to follow-up with inspectional services for all work during the construction process and also after its completion.

In addition, the department must also maintain the enforcement of our Zoning By-Laws for the Town of Reading, acting on both citizen complaints and routine inspections.

During the last calendar year this department has provided 794 permits to allow for various forms of building and renovations. The total receipts of the Building Department amounts to \$ 87,604.00.

Respectfully submitted,

Stuart S. LeClaire
Inspector of Buildings



TOWN OF READING, MASSACHUSETTS

OFFICE OF

PLUMBING INSPECTOR

16 LOWELL ST.

TEL. 942-0500

Annual Report of the Gas & Plumbing Inspector - 1987

I hereby submit my annual report for the year 1987. A total of 98 gas permits and 298 plumbing permits were issued and inspected. A total of \$ 2,012 for gas and \$ 10,452 for plumbing was collected and turned over to the treasurer's office.

Respectfully submitted,

Ed Cirigliano
Plumbing & Gas Inspector



OFFICE OF
WIRE INSPECTOR

TOWN HALL
READING, MASSACHUSETTS 01867
TELEPHONE 942-0539, 942-0725

Annual Report of the Inspector of Wires - 1987

I hereby submit my annual report for the year 1987. A total of 602 electrical permits were issued and inspected. A total of \$13,898.00 was collected and turned over to the treasurer's office.

Respectfully submitted,

John J. Holland
Inspector of Wires

ALL ELECTRIC WORK SHALL BE DONE IN ACCORDANCE WITH THE
NATIONAL ELECTRIC CODE AND TOWN BY-LAWS



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

CONSERVATION COMMISSION
6 LOWELL STREET

REPORT OF THE CONSERVATION COMMISSION - 1987

To All Reading Residents:

The past year has brought many changes to Reading and especially to the Conservation Commission. The Commission is now part of the very active Department of Community Development, headed by the new Town Planner, Jonathan Edwards.

The Department of Community Development was consolidated in July and moved to the basement of Town Hall Annex. New secretarial staff were hired and it is hoped that the necessary support required for the smooth and efficient operation of this extremely busy office will be provided through this reorganization and consolidation.

The building boom of the last few years shows no apparent sign of attenuation. This building spurt continues to place stress on the remaining buildable land, most of which contains some wetlands or floodplain. Several large subdivisions received approval including: Greenhouse Acres, Rocky Road, Fairwood Acres and Sanborn Village Phase IV. Several more subdivisions are in the planning stage and will be reviewed by the Commission in the near future for their environmental impact. Two Town DFW ditch maintenance projects were also reviewed and gained subsequent approval. The number of Notice of Intents filed this past year was 20. The number of Requests for Determinations made was 31.

The Commission and staff continue to take an active part in monitoring projects in neighboring communities with the potential of affecting Reading. Over the past three years the large office park (Riverpark 93) proposed for construction opposite our Hundred Acre Wellfield in the Town Forest has been of special concern. This project as proposed would discharge treated sewage effluent opposite our ONLY water supply. Approval to tie this project into the MWRA sewerage system was finally gained after a lengthy process. The tie-in will eliminate the threat of pollution from treated effluent but does not address other real sources of pollution. A Superseding Order for this project has not yet been issued by DEQE. The Commission continues to follow DEQE's progress toward the issuance of a Superseding Order in ef-

Dedicated to the Preservation of our Natural Resources

forts to make sure that Reading's concerns are addressed.

The Town's limited control over the recharge areas to our wellfields and the lack of control over "accidents" in general, (given the proximity of the wellfields to route 93) leads the Commission to continue to strongly advocate the identification and protection of all potential water supply sources within the Town. This is especially important since the MWRA by policy is not accepting applications for water tie-ins due to the limited capacity of the Quabbin Reservoir system.

The Commission is still an active participant within the **Federal Water Policy Group** organized and moderated by Geoff Beckwith. Its goal is to foster cooperation in protecting our shared water resources.

Due to the lack of qualified young people applying for the Summer Youth Employment Program the town was not eligible to receive Federal Funding for the Summer Land Maintenance Program. A Reserve Fund transfer was obtained to hire two summer workers. The results of their efforts are evident throughout Town at the various Conservation Lands. The program was quite successful, although the workers were not able to tackle certain tasks due to time and manpower limitations.

It is necessary to maintain our Conservation Lands in safe condition and in an aesthetically pleasing manner. This can be accomplished only through the Town Funding of summer workers.

The Conservation Commission sponsored "A Day in the Forest" at the Bare Meadow Conservation area on October 4, 1987. The purpose of this event was to make people more aware of the open space around them, to encourage passive recreational use of Town land and to instill a sense of Town pride. Various groups including local scouts and several nature organizations participated. The Commission intends to make this an annual event.

The Commission continues to sponsor community gardening at two locations - Bare Meadow and Bear Hill. It sponsored an Eagle Scout project at Bare Meadow that involved planting fruit and nut bushes. All plants were received through the Mass. Fruition Program. In a few short years we will be harvesting the fruits and nuts resulting from this scouts' hard work.

The Conservation Administrator is available to speak or provide assistance to any citizen request relative to the natural environment or land use regulations, to lead outdoor educational walks and to speak at Public School events.

During the spring the Administrator conducted weekly bird/nature walks through the Town Forest. Several elementary school classes and scout groups requested guided tours through the Forest in the

fall.

Trail maps of Conservation lands have been printed and are available to the public. The demand for these maps continues to increase yearly as people become aware of the available open space close to home. They are used by cross country skiers as well as hikers.

The Commission continues to work closely with other town officials, organizations and developers in planning for effective and appropriate development within the community.

Respectfully submitted,

Harold V. Hulse, Chairman
Warren Cochrane, Vice Chairman
Camille W. Anthony
Rebecca Longley
Sally M. Hoyt
M. Clifton Proctor
Joan Nickerson
Elizabeth MacKillop,
Administrator



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

DEPARTMENT OF COMMUNITY DEVELOPMENT
16 LOWELL STREET

1987
Annual Report
Community Planning and Development Commission

To the Citizens of Reading

The second year of the Community Planning and Development Commission was one of both substantial change and challenge. In last year's report the commission concluded that the effort required to both deal with responsibilities assigned us by the Charter and maintain a proactive agenda to deal with Reading's many growth and development issues would require dedicated professional planning staff. That situation was affected when after an extensive recruiting effort the Town Manager with input from CPDC members hired Jonathan Edwards as the town's first Director of Community Development. In his brief tenure Mr. Edwards has been a positive force in the effort to provide professional management and planning for the community.

The Commission itself changed composition during 1987, with George Hines being appointed to the remainder of the term of David Goodemote, who resigned, and the notice that CPDC members William Grisct and Molly Jenks would not seek re-appointment at the conclusion of their terms. The Commission is thankful for the substantial contributions made by Mr. Goodemote, Mr. Grisct, and Ms. Jenks. In July the Selectmen appointed Thomas Stohlman and Mark Favaloro to three year terms on the Commission. Mr. Stohlman, an architect, and Mr. Favaloro, a lawyer, and Mr. Hines, a former Planning Board member and a former Charter Commission member, have provided the Commission with valuable skills in the dispatch of our responsibilities.

The challenge facing the CPDC in 1987 consisted not only of the numerous site-plan review hearings, subdivision-control hearings, and zoning by-law hearings, but also the Commission's proactive agenda of beginning the important Master Plan development process, revision of site-plan and subdivision-control regulations and the development of a major new zoning regulation --Planned Unit Development. After an open competition the Commission chose the firm of Rizzo Associates and their sub-

consultant Wallace Floyd Associates to conduct a study of the applicability of the Planned Unit Development concept to our Industrial Zone. Utilizing an extensive community involvement program, the Commission, working with Wallace Floyd Associates, determined that the P.U.D. concept was the best means for Reading to control the development of our industrial zone. Wallace Floyd Associates assembled a draft by-law which was modified by community input and Commission review and ultimately adopted by Town Meeting in the November session. The P.U.D. zoning by-law provisions will apply to an overlay district in the industrial zone, and will provide the town with an excellent tool to control the development of our former landfill and bordering industrial land.

The Master Plan process was begun with the formation of the Master Plan Advisory Committee and the appointment to this committee of eighteen citizens who were interviewed by the Commission and appointed by the Selectmen. The MFAC under chairmanship of Commissioner Favaloro will begin the important process of helping the Commission assemble the document which will chart the future course of development and change in our community. This important work will progress using a process of extensive community involvement to which the Commission is firmly committed.

During the past two years CPDC has made a valiant beginning in the proactive challenge to balance preservation of the character of Reading that we enjoy, with reasonable growth and development. However, we recognize that it is only a beginning, and the completion of our Master Plan is an important foundation for us to build on the additional structural elements of modernized zoning by-laws, improved site-plan review, fine-tuned subdivision-control regulations, and prudent management of developable and re-developable land. All this must be done with a firm grasp and both eyes trained on the continuing development around us and within our borders. The Commission is committed to these tasks and with community involvement we are certain Reading will successfully meet this challenge.

Respectfully submitted,

Community Planning & Development Commission

George V. Hines, Chairman
Daniel A. Ensminger, Secretary
Richard D. Howard
Thomas J. Stohlman
Mark Favaloro



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

HISTORICAL COMMISSION
TOWN HALL

REPORT OF THE HISTORICAL COMMISSION

The Reading Historical Commission in 1987 continued to assist town agencies and citizens, as well as other local and statewide preservation organizations.

Services to Reading town government included participation in ongoing site-plan review proceedings for the Community Center and the Ace Art building. Close cooperation with the Community Planning and Development Commission was enjoyed on other issues, as well. Design guidelines were prepared for the Board of Selectmen concerning the Town Hall and former Public Library, and the Central Fire Station. A statement of Historical Commission concerns was drafted for submittal to the new Master Plan committee. The commission provided continuing informal advice to the Town Manager on various preservation topics, including proposed alterations to the Common and Town Hall. Interaction was maintained with the Municipal Space Building Committee, in its effort to design a suitable Town Hall connector. Both the Massachusetts Historical Commission and the prospective developer of the Community Center sought the Reading Historical Commission's input on the proposed design for that project. Finally, the commission continued to strive for satisfactory environmental conditions in the Archives Room of the Reading Public Library.

In the realm of service to Reading's citizens, the Historical Commission accepted the Board of Selectmen's request to assume primary responsibility for organizing Reading's Constitutional Bicentennial celebration. Preliminary activities were begun for the town's 350th anniversary celebration, in 1994. Information and photographs were supplied to the Reading Chronicle, particularly a series of articles during Preservation Week about Reading landmarks. Another Preservation Week offering by the commission was a public program on restoring an old house. The commission also has begun to update its Historical and Architectural Inventory for the period 1924-1934. A collaborative effort with the Reading Antiquarian Society was the very successful tour--on July 4th and Labor Day--of Reading structures standing at the time the Constitution was signed. The commission continued to provide information to homeowners on topics such as paint colors, residing, and roofing materials.

The Reading Historical Commission also lent support to other local historical commissions, particularly those of Stoneham and Chelmsford, and to state preservation organizations such as the Massachusetts Historic Commission; Historic Massachusetts, Inc.; and the Lowell Heritage State Park.

The members of the commission would like to thank all those townspeople who supported us in the past year, and made our work possible.

Virginia M. Adams, Chairman



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

DEPARTMENT OF COMMUNITY DEVELOPMENT
16 LOWELL STREET

ANNUAL REPORT OF THE LAND BANK COMMITTEE

To the Honorable Board of Selectmen and the Citizens of Reading:

We hereby submit our annual report for the year 1987.

The Land Bank Committee in 1987 continued to render service to town agencies and citizens. We have continued to add pertinent information to the record files. This included copies of maps, deeds and detailed items collected from many sources.

We have furnished information to various town boards and committees, as well as Town Counsel, on request from them. They have continued to find the Land Bank Committee a valuable resource.

Mr. Edward G. Smethurst was appointed to the Land Bank Committee to fill the vacancy made by the resignation of long term member Leslie D. Stark who moved his residence from Reading.

Respectfully submitted,

LAND BANK COMMITTEE

Benjamin E. Nichols, Chairman

George B. Perry

Edward G. Smethurst



Metropolitan Area Planning Council

110 Tremont Street Boston, Massachusetts 02108 (617)-451-2770

Serving 101 Cities & Towns in Metropolitan Boston

December 22, 1987

Reading is a valued member of the Metropolitan Area Planning Council (MAPC), the regional planning agency for 101 cities and towns in the greater Boston region. The Council provides planning services in the area of land use, economic development, housing, transportation, and environmental quality to Reading and other member communities.

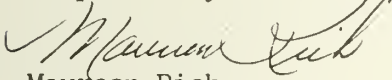
In 1987, Reading received MAPC assistance with a presentation on the value and use of comprehensive plans to local officials and the League of Women Voters.

Several other regional projects were produced by the Council for Reading and neighboring communities to promote planning activities. These projects included several how-to-manuals, such as The Catalogue of Techniques for Preserving Housing Affordability, a compilation of methods that towns may consider implementing to preserve affordable housing stock; and the Growth Management Catalogue, an easy-to-use reference book that describes more than 40 techniques, regulations, programs and services for managing growth.

Several transportation projects were also completed by MAPC to help Reading and other communities address local traffic concerns. MAPC's Pavement Management Forecasting Model software were created to help highway superintendents improve methods for analyzing road reconstruction and maintenance needs in order to more efficiently plan and expend local roadway budgets.

During the past year I represented Reading by serving on the MAPC Executive Committee and the Housing, Land Use and Environmental Committees.

Respectfully submitted,


Maureen Rich

MAPC Representative

Finance





TOWN OF READING, MASSACHUSETTS

Office of

BOARD OF ASSESSORS

Municipal Building

Tel. 942-0500

ROBERT I. NORDSTRAND
WILLIAM E. LOCKE
MICHAEL T. SULLIVAN

REPORT OF THE BOARD OF ASSESSORS

JANUARY 1, 1987

ASSESSED VALUATION

RESIDENTIAL	\$1,166,489,400
OPEN SPACE	\$ 1,049,300
COMMERCIAL	\$ 120,044,400
INDUSTRIAL	\$ 20,058,500
PERSONAL PROPERTY	\$ 9,615,500
	<hr/>
TOTAL ASSESSMENTS	\$1,317,257,100

AMOUNT TO BE RAISED

APPROPRIATED FOR TOWN PURPOSES	\$ 30,372,159
TO BE PAID FOR STATE & COUNTY TAX	\$ 845,268
OVERLAY	\$ 671,597
	<hr/>
TOTAL EXPENDITURES	\$ 31,889,024

INCOME

ESTIMATED RECEIPTS - CHERRY SHEET	\$ 6,910,912
ESTIMATED RECEIPTS - LOCAL	\$ 5,412,500
OVERESTIMATES - 1987 CHERRY SHEET	\$ 17,153
AVAILABLE FUNDS	\$ 1,134,599
MUNICIPAL LIGHT SURPLUS	\$ 1,250,000
	<hr/>
TOTAL RECEIPTS	\$ 15,825,164

NET AMOUNT TO BE RAISED BY TAXATION \$17,163,860

AMOUNT TO BE RAISED	\$17,163,860	
	<hr/>	=
VALUATION	\$1,317,257,100	\$13.03 per thousand valuation



TOWN OF READING, MASSACHUSETTS

Office of

BOARD OF ASSESSORS

Municipal Building

Tel. 942-0500

ROBERT I. NORDSTRAND

WILLIAM E. LOCKE

MICHAEL T. SULLIVAN

ACTUAL COMMITMENTS FOR 1987

1987 REAL ESTATE	\$17,038,570.05
1987 PERSONAL PROPERTY	\$ 125,289.97
1987 FARM ANIMAL	\$ -0-
1987 MOTOR VEHICLE EXCISE	\$ 1,236,842.64
1986 MOTOR VEHICLE EXCISE	\$ 114,975.64
1985 MOTOR VEHICLE EXCISE	\$ 3,500.00
SEWER FRONTAGE	\$ 12,404.03
HOUSE CONNECTION	\$ 12,982.34
SIDEWALK & CURBING	\$ 412.33
STREET	\$ 6,723.64
WATER MAIN	\$ 665.31
WATER LIENS	\$ 112,419.79
SEWER LIENS	\$ 82,911.77
MUNICIPAL LIGHT LIENS	\$ -0-
	<hr/>
	\$18,747,697.51

FOLLOWING IS A LIST OF REAL ESTATE TAX ABATEMENTS GRANTED BY THE BOARD OF ASSESSORS IN THE YEAR 1987 IN COMPLIANCE WITH ARTICLE XIII, SECTION 5 OF THE BY-LAWS OF THE TOWN OF READING.

FY 1988 ABATEMENTS

ANDERSON, BRUCE B., 572 HAVERHILL ST.	\$ 419.57
CAVAGNARO, ROBERT A., 120 HIGH ST.	\$ 80.79
DIDHAM, ARTHUR W., 1140 MAIN ST.	\$ 13.03
DOLBEN, DONALD C., SUMMER AVE.	\$1072.37
FEUDO, ANTHONY A., 15 SANBORN LN.	\$ 66.45
MASSE, VINCENT J. JR., 315 WEST ST.	\$ 225.42
REED, CHARLES B., HIGHLAND ST.	\$ 37.79
SURETTE, ROBERT J., 168 WEST ST.	\$ 84.70
PACY, JAMES JR. TR. , COLBURN RD.	\$ 332.27
TOWN OF READING, STURGES RD.	\$ 39.09
MAYNARD, RICHARD F., 10 OSBORNE AVE.	\$ 948.58
CASTANINO, CHARLES, 56 CROSS ST.	\$ 56.03
MINOTTI, ANN, MAIN ST.	\$ 100.33
MINOTTI, ANN, MAIN ST.	\$ 117.27
MORAN, FRANCIS, 908 MAIN ST.	\$ 74.27



TOWN OF READING, MASSACHUSETTS

Office of

BOARD OF ASSESSORS

Municipal Building

Tel. 942-0500

ROBERT I. NORDSTRAND
WILLIAM E. LOCKE
MICHAEL T. SULLIVAN

FY 1987 ABATEMENTS

SEE ATTACHED.

FY 1986 ABATEMENTS

IODICE, MICHAEL F., 1/15 LAKEVIEW AVE.	\$21,235.89
QUANNAPOWITT PLAYERS, 55 HOPKINS ST.	\$ 2,085.33
PACY, JAMES JR. TR., BUCKSKIN DR.	\$ 385.28
TOWN OF READING, TORRE ST.	\$ 250.43
TOWN OF READING, STROUT AVE.	\$ 2,826.99
TOWN OF READING, WILLOW ST.	\$ 170.97
TOWN OF READING, CURTIS ST.	\$ 2.41
TOWN OF READING, LOWELL ST.	\$ 67.42

FY 1985 ABATEMENTS

IODICE, MICHAEL F., 1/15 LAKEVIEW AVE.	\$23,832.12
PACY, JAMES JR. TR., BUCKSKIN DR.	\$ 375.52
OLD SOUTH METHODIST CHURCH, 32 BAKER RD.	\$ 2,152.20

TOWN OF READING
REPORT OF 1987 ABATEMENTS

NAME	LOCATION	ABATED AMOUNT
ADAMS CHARLES A	0279+ PLEASANT ST	69.74
ADDISON-WESLEY PUBLI	0001 JACOB WAY	3,393.17
ADDISON-WESLEY PUBS	JACOB WAY	19,796.02
ADDISON-WESLEY PUBS	JACOB WAY	1,563.44
ADDISON-WESLEY PUBS	JACOB WAY	3,533.93
ADDISON-WESLEY PUBS	OFF CURTIS ST	527.49
AHL MICHAEL L	0035 SCHOOL ST	12.68
BARKLEY DEVELOPMENT	PEARL ST REAR	2,514.44
BARRETT WILMER D	WEST ST	626.39
BARRETT WILMER D	WEST ST	91.30
BELL JAMES L	0176 SUMMER AVE	336.02
BORNSTEIN DANIEL F	0080 HAYSTACK RD	148.36
BORSINI ANTHONY J	0022 HEATHER DRIVE	124.26
BOVA STEPHEN M	STURGES RD	6,015.39
BOYD JAMES N	OFF PEARL ST	96.37
BRANDT DEVELOPMENT	LONGFELLOW RD	664.43
BRANDT DEVELOPMENT	LONGFELLOW RD	721.49
BRANGIFORTE JAMES	0014 RIVERSIDE DR	151.97
BRENNAN MILTON R	0021 AVALON RD	239.65
BUTT WILLIAM J	OFF CURTIS ST	358.84
CAIL ANTHONY	DUNBAR RD	639.07
CAIL TONY	DUNBAR RD	112.85
CHAPMAN ROBERT E	BEAR HILL	817.86
CHASE HAROLD F	PRATT ST	348.70
CIARCIA SALVATORE	0010 JOSEPH WAY	51.99
COMMITO ROBERT D	0022 PENNSYLVANIA AVE	95.10
CONROY EUGEN C	0075 LINE RD	103.98
CORLEY WILLIAM J	0046 LAWRENCE RD	76.08
COULTER ALEXANDER J	0046 SUMMER AVE	30.43
CROTTY PAUL D	0057 CROSS ST	63.40
CROWLEY PATRICIA A	0012 AUDUBON RD	167.38
CUNNINGHAM DANIEL M	0063 HOWARD ST	58.33
DAGOSTINO JAMES V	0021 HOPKINS ST	48.18
DEMARCO VITALE	0321 HAVEN ST	124.26
DICARLO SALVATORE A	0023 ARROW CIR	39.31
DIDHAM ARTHUR W	MAIN ST	571.87
DOLBEN DONALD C	SUMMER AVE	1,043.56
DORR RUSSELL A JR	0015 MILEPOST RD	324.61
DOUGAS ANTHONY X	0001 BRENTWOOD DR	51.99
DRINKWATER JOHN L	0392 SOUTH ST	93.83
DUNN ARNOLD M	0076 WASHINGTON ST	485.64
DUNN WILLIAM J	WOODWARD AVE	100.17
DYMENT WILLIAM E	0018 SMALL LN	230.78
ERAMO STEPHEN J	HAVERHILL ST	192.74
FANTASIA VINCENT C	0060 TERRACE PARK	654.29
FARROW WILLIAM R	0241 FOREST ST	218.10
FERRARA FLORENCE M	0196 SALEM ST	91.30
FOWLER DOROTHY L	BEAR HILL	710.08
FULGONI KEVIN M	0006 MIDDLESEX AVE	100.17
FURIO JOSEPH F	0348 SOUTH ST	74.81
GEMELLARO BIAGIO	0015 WINTER ST	71.01
GREGORIO PHILIP J	0036 GOULD ST	258.67
GUARCIARIELLO ANTHON	0084 WILLOW ST	36.77
GUIDI ROBERT J	0054 PINEVALE AVE	258.68

TOWN OF READING
REPORT OF 1987 ABATEMENTS

NAME	LOCATION	ABATED AMOUNT
H W HUNT CO	EATON ST	336.02
HALLERAN MARTIN J JR	COLBURN RD	152.16
HANSON JOHN J	WEST ST	658.09
HARRIS CLIFFORD C	0072 CHARLES ST	961.78
HARVEY ALBERT S	0011 GAVIN CIR	486.91
HASHEM CONSTRUCTION	0021 EASTWAY	716.42
HAYES GEORGE E	SALEM ST	290.37
HERRICK CHARLES B	VINE ST	86.22
HILLCREST REALTY	RANDALL RD	374.06
HILLCREST REALTY INC	DIVIDENCE MEADOW	825.47
HURFORD ROBERT S	0071 FRANKLIN ST	100.17
INGALLS F GILBERT	HOPKINS ST	253.60
JANNONE CHARLES A	0078 LIBBY AVE	84.96
JENKS MOLLY B	0015 ELLIS AVE	63.40
KACOYANIS ZENOPHON M	0033 JOHANNA DR	49.45
KERAMAS JAMES G	WILLOW ST	991.58
KLEM DEVELOPMENT COR	0360 MAIN ST	164.84
KNOX FRANCES TR	TORRE ST	549.04
KNOX FRANCES TR	0010 TORRE ST	136.94
LEBLANC RAY J	0015 LUCY DR	134.41
LEWIS JAMES J	0033 WOODLAND ST	82.42
MACPHAIL M FLORA	0238 SOUTH ST	483.11
MAREGNI PETER J	0032 MILEPOST RD	63.40
MATTUCCI RALPH W	SLEDGE WOODS	325.88
MAXWELL BRUCE P	0093 BATCHELDER RD	68.93
MCGEE WILLIAM J	0029 WOODLAND ST	51.99
MEELIA EDWIN F	0017 MARLA LN	79.88
MESSINA KENNETH	0654 HAVERHILL ST	101.44
MILES ELIZABETH	0032 CATHERINE AVE	93.83
MINOTTI ANN	MAIN ST	103.98
MODICA ELLEN J	0136 WALNUT ST	77.35
NICHOLS BENJAMIN E	BEAR HILL	83.69
NICHOLS BENJAMIN E	SLEDGE WOODS	102.71
ORPIN JAMES F	HUNT ST	74.81
OVERON, L & C	SELFRIDGE RD	645.41
OVERTON ALFRED S	0055 LAFAYETTE RD	232.04
PACY JAMES JR TR	BUCKSKIN DRIVE	540.17
PIERCE ROBERT F III	FOREST ST	39.31
PORTER DALE R	LOWELL ST	11,792.40
PROCTOR MAURICE C JR	HAVERHILL ST	133.14
RAR REALTY CORP	PLEASANT ST	4,981.97
RAWDING DAVID A	0011 PROSPECT ST	396.88
READING DEVELOPMENT	TORRE ST	103.98
REDMOND FLORA	0047 WOODLAND ST	51.99
RESNIK EDWARD J	0419 GROVE ST	172.45
RIVERS DEVELOPMENT C	MAIN ST	593.42
RIVERS DEVELOPMENT C	SANBORN LN	374.06
RIVERS DEVELOPMENT C	OFF MAIN ST	134.41
ROXBEE JAMES A	BEVERLY RD	280.23
ROXBEE JAMES A	LOWELL ST	866.04
RUSSELL JOSEPH A	0056 HEATHER DRIVE	696.13
RUSSO JOHN F	0032 GRANGER AVE	107.78
SEGALLA JOHN C	0115 HANSCOM AVE	210.49
SPILLANE TIMOTHY J	0023 KING ST	68.47

TOWN OF READING
REPORT OF 1987 ABATEMENTS

NAME	LOCATION	ABATED AMOUNT
STUMCKE FREDERICK B	0045 HAYSTACK RD	125.53
SULLIVAN MARK	0352+ MAIN ST	942.12
SUMMIT TOWERS COMPAN	NORTH ST	234.58
SUMMIT TOWERS COMPAN	OFF SUMMER AVE	105.24
SUMMIT TOWERS COMPAN	OFF SUMMER AVE	105.24
SUMMIT TOWERS COMPAN	SUMMER AVE	391.81
TEDESCO JOHN A	0242 FOREST ST	14.10
TEEL DONALD T	0180 PRESCOTT ST	98.90
THOMSON WILLIAM	0048 LINDEN ST	7.61
TINE JOSEPH	0341 ASH ST	273.89
TORRISI PHILIP J	0010 ARROW CIR	49.45
TOWN OF READING	TORRE ST	400.69
TRANSITRON ELECTRONI	0312+ ASH ST	1,628.38
TRANSITRON ELECTRONI	ASH ST	1,628.38
TSOUKALAS CHARLES	0012 PEARL ST	147.09
WALFISH JOEL M	0976 MAIN ST	19.02
WELS NORBERT A	0011 STEWART RD	175.00
ZALTMAN SIMON	BROOK ST	386.74
ZANNI DOMENICK ETUX	CLOVER CIR	1,640.79
ZANNI MARY E	E OF HAVERHILL S	509.74
ZANNI MARY E	CEDAR SWAMP	996.65
ZANNI PETER J	CLOVER CIR	150.89
READING OPEN LAND TR	WEST ST	14.72
TOWN OF READING	HAVERHILL ST	92.00
TOTAL ABATEMENTS		91,100.01
410TAL NUMBER OF ABATEMENTS:		132



Office of Collector

MUNICIPAL BUILDING
Tel. 942-0500, Ext. 19

READING
MASSACHUSETTS 01867

REPORT OF THE TOWN COLLECTOR

Twelve Months Ending June 30, 1987

1987 Real Estate

Committed December 1, 1986	\$16,511,013.16	
Refunds	58,826.88	
Interest & Costs Collected	20,303.70	
Abatements		\$ 285,602.46
Paid to Treasurer		15,936,922.61
Uncollected June 30, 1987		367,618.67
	<u>16,590,143.74</u>	<u>16,590,143.74</u>

1986 Real Estate

Balance June 30, 1986	431,807.57	
Refunds	24,917.54	
Interest & Costs Collected	21,026.18	
Abatements		20,239.42
Paid to Treasurer		225,604.28
Uncollected June 30, 1987		231,570.47
Foreclosure		337.12
	<u>477,751.29</u>	<u>477,751.29</u>

1985 Real Estate

Balance June 30, 1986	135,080.72	
Refunds	1,875.15	
Interest & Costs Collected	19,014.15	
Abatements		4,079.17
Paid to Treasurer		95,011.99
Susequent Tax Title		20,382.01
Tax Title		36,496.85
	<u>155,970.02</u>	<u>155,970.02</u>

1987 Personal Property

Committed December 1, 1986	129,666.94	
Refunds	159.77	
Abated		12,028.24
Paid to Treasurer		113,994.43
Uncollected June 30, 1987		3,804.04
	<u>129,826.71</u>	<u>129,826.71</u>

1986 Personal Property

Balance June 30, 1986	62,136.00	
Refund	12.04	
Interest & Costs Collected	883.65	
Abatements		12,130.79
Paid to Treasurer		47,203.45
Uncollected June 30, 1987		3,697.45
	<u>63,031.69</u>	<u>63,031.69</u>

Personal Property 1985 & Prior Years

Balance June 30, 1986	59,824.78	
Interest & Costs Collected	9,059.29	
Abatements		14,467.97
Paid to Treasurer		44,526.95
Uncollected June 30, 1987		9,889.15
	<u>68,884.07</u>	<u>68,884.07</u>

1987 Motor Vehicle Excise

Committed 1987	825,788.75	
Refunds	692.21	
Interest & Costs Collected	15.00	
Abatements		32,406.16
Paid to Treasurer		689,871.88
Uncollected June 30, 1987		104,217.92
	<u>826,495.96</u>	<u>826,495.96</u>

1986 Motor Vehicle Excise

Balance June 30, 1986	86,790.68	
Committed 1987	646,438.53	
Refunds	10,344.67	
Interest & Costs Collected	7,944.37	
Abatements		43,647.83
Paid to Treasurer		624,057.65
Uncollected June 30, 1987		83,812.77
	<u>751,518.25</u>	<u>751,518.25</u>

1985 Motor Vehicle Excise

Balance June 30, 1986	88,292.62	
Committed 1987	16,306.38	
Refunds	4,805.45	
Abatements		7,845.13
Paid to Treasurer		81,537.07
Uncollected June 30, 1987		20,022.25
	<u>109,404.45</u>	<u>109,404.45</u>

Motor Vehicle Excise - Prior Years

Balance June 30, 1986	30,849.32	
Refunds	411.47	
Interest & Costs Collected	699.86	
List to Assessors		14,170.61
Abatements		291.11
Paid to Treasurer		3,007.24
Uncollected June 30, 1987		14,491.69
	<u>31,960.65</u>	<u>31,960.65</u>

Unapportioned Betterments

Balance June 30, 1986	6,072.45	
Committed 1987	7,670.65	
Added to 1987 Taxes		3,824.11
Paid to Treasurer		2,651.37
Uncollected June 30, 1987		7,267.62
	<u>13,743.10</u>	<u>13,743.10</u>

Betterments - Advance Payments

Committed 1987	4,627.72	
Interest & Costs Collected	98.69	
Paid to Treasurer		4,726.41
	<u>4,726.41</u>	<u>4,726.41</u>

Water Charges

Balance June 30, 1986	164,130.87	
Committed 1987	1,933,099.27	
Interest Billed	34,162.69	
Refunds	2,851.46	
Abatements		26,617.87
Discounts for Timely Payments		156,897.42
Paid to Treasurer		1,673,291.95
Added to 1987 Taxes		77,859.34
Uncollected June 30, 1987		199,577.71
	<u>2,134,244.29</u>	<u>2,134,244.29</u>

Other Water Charges

Balance June 30, 1986	2,492.26	
Committed 1987	61,872.49	
Added to 1987 Taxes		4,513.87
Paid to Treasurer		57,317.34
Uncollected June 30, 1987		2,533.54
	<u>64,364.75</u>	<u>64,364.75</u>

Sewer Rental Charges

Balance June 30, 1986	110,736.15	
Committed 1987	1,467,253.20	
Interest Billed	24,615.25	
Refunds	1,965.49	
Abatements		18,868.63
Discounts for Timely Payments		120,103.00
Added to 1987 Taxes		49,639.04
Paid to Treasurer		1,262,098.07
Uncollected June 30, 1987		153,861.35
	<u>1,604,570.09</u>	<u>1,604,570.09</u>

Certificates of Municipal Lien

Certificates & Releases	21,280.00	
Paid to Treasurer		21,280.00

Elizabeth W. Klepeis

Town Collector

READING CONTRIBUTORY RETIREMENT SYSTEM

BALANCE SHEET

DECEMBER 31, 1986

ASSETS -----

CASH	\$ 495,455
INVESTMENTS:	
BONDS, AT AMORTIZED COST	5,474,080
STOCK, AT COST	4,146,627
ACCRUED INTEREST AND DIVIDENDS	175,882
DUE FROM HOUSING AUTHORITY	7,029

TOTAL ASSETS	\$ 10,299,073
	=====

FUND BALANCE -----

FUND BALANCE:	\$
RESERVED FOR EMPLOYEE CONTRIBUTIONS	4,662,471
RESERVED FOR MEMBERSHIP ANNUITIES	1,992,544
RESERVED FOR MILITARY SERVICE CREDIT	2,737
UNRESERVED	3,641,321

TOTAL FUND BALANCE	\$ 10,299,073
	=====

READING CONTRIBUTORY RETIREMENT SYSTEM
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE
YEAR ENDING DECEMBER 31, 1986

OPERATING REVENUES:

CONTRIBUTIONS	\$	2,447,052
INVESTMENT INCOME		1,262,875

TOTAL OPERATING REVENUE		3,709,927

OPERATING EXPENSES:

PAYMENT TO RETIREES		2,118,785
REFUNDS TO TERMINATED EMPLOYEES		141,940
ADMINISTRATIVE EXPENSES		37,104

TOTAL OPERATING EXPENSES		2,297,829

NET OPERATING INCOME		1,412,098
FUND BALANCE JANUARY 1, 1986		8,886,975

FUND BALANCE DECEMBER 31, 1986	\$	10,299,073
		=====

TOWN OF READING, MASSACHUSETTS
TRUST FUND ACTIVITY
YEAR ENDED JUNE 30, 1987

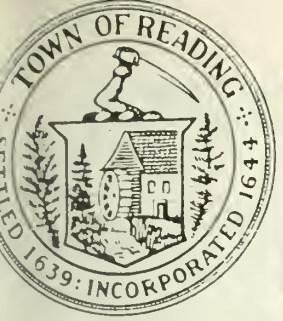
	BALANCE	JULY 1, 1986		RECEIPTS			DISBURSEMENTS			BALANCE	JUNE 30, 1987
	NONEXPENDABLE	EXPENDABLE	REQUESTS	INVESTMENT INCOME	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	NONEXPENDABLE	EXPENDABLE		
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
CEMETERY FUNDS:											
CHARLES LAWN	48,130	5,063	22,410	5,415				70,540	10,478		
FOREST GLEN	361,568	206,844	1,510	63,637		200	41,600	363,078	228,681		
LAUREL HILL	198,534	53,777	9,850	27,492			10,000	208,384	71,269		
TOTAL CEMETERY FUNDS	608,232	265,684	33,770	96,544	0	200	51,600	642,002	310,428		
HOSPITAL FUNDS:											
STEPHEN FOSTER	3,872	16,193		2,167				3,872	18,360		
ANNE S. GROUND	75,000	496,407		64,213				75,000	560,620		
GILMAN L. PARKER	35,000	1,170,497		135,104		33,321		35,000	1,272,280		
TOTAL HOSPITAL FUNDS	113,872	1,683,097	0	201,484	0	33,321	0	113,872	1,851,260		
LIBRARY FUNDS:											
APPLETON/MANSFIELD	11,000	11,122		2,756				11,000	13,878		
EDWARD APPLETON	5,000	2,434		769				5,000	3,203		
R/M BABCOCK	3,598	2,195		695				3,598	2,890		
STEPHEN FOSTER	12,000	4,310		1,784				12,000	6,094		
CHARLES TORREY	1,000	451		132				1,000	583		
DONALD TUTTLE	500	208		38				500	246		
SUMNER NOYES		20,445		2,971					23,416		
TOTAL LIBRARY FUNDS	33,098	41,165	0	9,145	0	0	0	33,098	50,310		
SCHOLARSHIP FUNDS:											
KENNETH BROWN	1,000	720		156		25		1,000	851		
NATHANIEL HILL	1,500	139		176		150		1,500	165		
NO. RESIDENTS ASSOCIATION	11,370	2,549		1,284		1,200		11,370	2,633		
GILMAN L. PARKER	5,000	2,450		828		700		5,000	2,578		
TORRE		5,734		729		600			5,863		
CARL SAWYER	5,000	2,075		638		600		5,000	2,113		
EXEMPLARY TEACHER AWARD											
ARNOLD BERGER	6,856	374		606				6,856	980		
EDUCATION LOAN FUND:											
WINTHROP PARKER	7,222			63				7,285			
TOTAL EDUCATION FUNDS	37,948	14,041	0	4,480	0	3,275	0	38,011	15,183		

TOWN OF READING, MASSACHUSETTS
TRUST FUND ACTIVITY
YEAR ENDED JUNE 30, 1987

	BALANCE	JULY 1, 1986	RECEIPTS		DISBURSEMENTS		BALANCE	JUNE 30, 1987
			BEQUESTS	INVESTMENT INCOME	TRANSFERS IN	EXPENDITURES	TRANSFERS OUT	
	NONEXPENDABLE	EXPENDABLE						NONEXPENDABLE
								EXPENDABLE
	\$	\$	\$	\$	\$	\$	\$	\$
STABILIZATION FUND		2,003		125				2,128
CONSERVATION FUND		1,351		84				1,435
WORKER COMPENSATION FUND		283,477		28,414	133,718	120,693		324,916
TOWN PENSION FUND		44,765		2,786				47,551
MUNICIPAL LIGHT PENSION FUND		5,273,783		538,187	511,753	294,155		6,029,568
TOTAL TRUST FUNDS	\$ 793,150	\$ 7,609,366	\$ 33,770	\$ 881,249	\$ 645,471	\$ 451,644	\$ 51,600	\$ 8,632,779

General Services





Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

John H. Russell, Chrm.
Eugene R. Nigro, V. Chrm.
Russell T. Graham, Secy.
Paul E. Landers
Mary S. Ziegler

BOARD OF SELECTMEN
16 LOWELL STREET

ANNUAL REPORT OF THE BOARD OF SELECTMEN

1987 continued to be an extremely busy year for the Board of Selectmen. In March 1987, the Board of Selectmen reorganized for the year. John H. Russell was elected Chairman of the Board of Selectmen, Eugene Nigro was elected Vice-Chairman, and Russell T. Graham was elected Secretary. Paul E. Landers and Mary S. Ziegler made up the remainder of the Board of Selectmen.

The Board of Selectmen continued to develop and adopt policies on a broad range of issues. These policies have been incorporated into a Policy and Procedure Manual, which has been distributed to all Departments and to the Public Library. Policies adopted during 1987 included the much-debated liquor pouring policy, a number of personnel policies, and policies on the use of municipal vehicles. In addition, the Board continues to implement the policy limiting hours of operation within the retail businesses of the Town. Specific emphasis on personnel policies, including the development of an Employees Award Program, reflect the Selectmen's role as the Personnel Board.

A number of changes were made in the various volunteer boards, committees, and commissions of the Town. The major one was a home rule petition from the Town of Reading that was approved by the legislature in accordance with the Charter of the Town. This legislation set the size of the School Committee, Library Board of Trustees, and Cemetery Board of Trustees at six members each, and the Council on Aging at ten members. In addition, the Board of Selectmen appointed a Fire Facility Study Committee. A Budget Format Committee was appointed at the direction of Town Meeting, and this committee will make its final report in the spring of 1988. The Community Planning & Development Commission requested the creation and staffing of a Master Plan Advisory Committee, and this MPAC, consisting of fifteen members, was created in the summer of 1987. A resignation on the Reading Municipal Light Board resulted in the appointment of James L. O'Leary to fill the unexpired term of Frank Gorgone until the Town election in March, 1988. This appointment was done jointly by the remaining members of the Municipal Light Board and the Board of Selectmen. Also, the Attorney General's Office confirmed the validity of the

Charter in terms of the authority of the Board of Selectmen to appoint the members of the Housing Authority, as opposed to these positions being elected offices.

The Board of Selectmen has been authorized and directed over the past several years to sell several surplus properties in order to help meet the ongoing financial needs of the community. Significant progress has been made this year, including the rebidding and awarding of the sale of the former Reading High School (Community Center) to the Fafard Companies for a price of \$1,325,000. The sale also included housing linkage, and the requirement that Fafard provide for the relocation of the Council on Aging for a period of up to three years. In addition, the Board of Selectmen signed purchase and sale agreements with Homart Corporation and Embassy Suites. These purchase and sale agreements culminated more than a year of negotiation on the sale of the former Reading landfill site on Walkers Brook Drive (formerly John Street). The total sales price is \$8,250,000. This sale should be consummated during the latter part of 1988.

Municipal space issues continued to be a major focus of the Board of Selectmen during 1987. The major success story is the construction and near completion of the Public Works Facility on Newcrossing Road. Although there were some problems with an appeal to the D.E.Q.E., these problems were worked out and the Fall Town Meeting approved the Selectmen's settlement of these issues. As mentioned earlier, the Fire Facility Study Committee worked long and hard during the summer of 1987, and Town Meeting, in the Fall of 1987, heard a report from this committee, recommending consolidation of the two existing fire stations into a single, new central facility to be built on North Main Street. Town Meeting appropriated \$50,000 to do the architectural and other work related to moving ahead with this project. Finally, the perennial "town hall space needs" continue to be unresolved, but the solutions are closer at hand. The Municipal Space Building Committee presented, and the Board of Selectmen unanimously supported, an Article to connect the former Library Building and the Town Hall Building with approximately 10,000 square feet of additional space. This would have provided for new meeting space, core facilities, and the Council on Aging Facility. The proposed construction project was narrowly rejected by Town Meeting, the vote falling twelve votes short of the required two-thirds majority. It is expected that this issue will be addressed during 1988.

Finally, safety and parking issues were a major focus of the Selectmen's time and attention. Following discussions off and on during the year, especially related to parking in the area of the railroad station, the Board of Selectmen agreed to make application for a grant to develop a comprehensive traffic and parking plan for the central area of Reading. This was felt to be necessary because of growing demand for parking around the train station, and its impact on local streets and businesses in the

vicinity. Other traffic safety issues reviewed were the intersection of Oakland Road, Birch Meadow Road, and Waverly Place; and the issue of traffic signalization at Bay State Road.

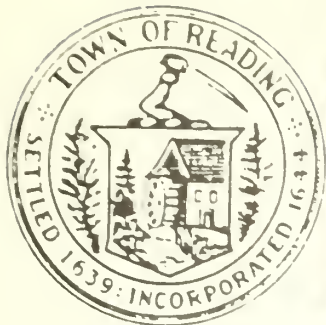
In addition to resolving the remaining municipal space issues during 1988, the Board sees the following as some of the future issues in Reading:

1. Completion and implementation of a comprehensive parking and traffic plan for the central area of Reading, including the depot area is a priority. There are also additional traffic issues that have been raised vis-a-vis the Callan Development and West Street and several other local issues. We hope to fund a comprehensive traffic study using developer contributions and local funds to address these issues.
2. Necessary retrofitting of the RESCO Plant in Saugus where Reading takes its trash, and the creation of a Solid Waste Policy Advisory Committee in Reading to focus the Selectmen's attention on trash disposal problems. The retrofitting at the RESCO Plant may mean additional costs for the Town of Reading in terms of hauling costs and disposal costs. In addition, the Town, through its Solid Waste Policy Advisory Committee, will be reviewing broader issues of developing a solid waste policy for the Town, including possible recycling and composting.
3. Two major space issues still need to be addressed in Reading. These include the "Town Hall" space issues, and the new central fire station.
4. The Board of Selectmen is considering joining the Massachusetts Housing Partnership. This has been recommended by the Housing Authority, and is being reviewed by the Community Planning & Development Commission. Joining the Housing Partnership would enable the Town to work in a partnership with other public and private agencies to develop and maintain additional housing--much of it for moderate income families.

In all, it's been an extremely busy year as the Town continues to move forward to implement the Charter and its new form of government. Much has been accomplished, and the expectations of the Board are that many more gains and improvements will be made during 1988.

Sincerely,

THE BOARD OF SELECTMEN
John H. Russell, Chairman
Eugene Nigro, Vice-Chairman
Russell T. Graham, Secretary
Paul E. Landers
Mary S. Ziegler



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

TOWN CLERK
16 LOWELL STREET

REPORT OF THE TOWN CLERK

During the period of January 1, 1987 to December 31, 1987, the following Vital Statistics were recorded in this office:

Births	263
Deaths	162
Marriages	196

Also during the period 1043 dog licenses were issued as follows:

Male Dogs	310
Altered Male Dogs	186
Spayed Female Dogs	455
Female Dogs	89
Kennels	3

A total of 642 Fish & Wildlife licenses were issued during the year 1987.

A total of \$33,865.42 in receipts was collected and turned over to the Town Treasurer during this period.

The Town Clerk's office has undergone many changes this past year. Lawrence Drew retired from the Office of Town Clerk which he so capably held since March 1970. Mr. Drew was the last elected Town Clerk for the Town of Reading prior to the adoption of the Reading Home Rule Charter, March 24, 1986. Dolores S. Carroll, temporary Assistant Town Clerk left the Town's employ in April of 1987.

Doris M. Fantasia was appointed Town Clerk under the Reading Home Rule Charter as of April 1, 1987. Norma MacBrien, the Clerk's office dependable Administrative Assistant retired June 30, 1987 after 5+ years of friendly, courteous service. However, Norma has agreed to return to help with the Town's 1988 Census. Nancy Smethurst, Principal Clerk, transferred to the Town Manager's office to work creatively on the newly acquired IBM system. M. Jane Tucker was hired as the new Administrative Assistant and Aileen Shaw as the new Clerk.

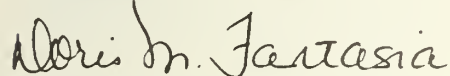
Our new staff has been together now from seven to ten months. We are all approaching the Office of Town Clerk with a professional attitude and willingness to learn from the many local and State Departments we interact with on a daily basis, to provide the Town Clerk's Office with an ongoing sense of integrity and service to the community.

This past year with the completion of the Annual Town Election in Spring 1987 , time had allowed for the Clerk's Office to consolidate Town records, to utilize storage space at the Town Hall Annex thereby freeing the entire Employee's Lounge which has become popular as an additional meeting room, and to begin planning and preparing for the future Town's Records Management program.

Our thanks to the many, many volunteers who give generously of their time to Town government and who have been so very supportive of our office.

My sincere appreciation to my new staff for accepting a great deal of responsibility so ably.

Sincerely,

A handwritten signature in cursive script that reads "Doris M. Fantasia". The signature is written in dark ink and is positioned above the printed name and title.

Doris M. Fantasia
Town Clerk

TYLER & REYNOLDS

PROFESSIONAL CORPORATION

COUNSELLORS AT LAW

ONE BOSTON PLACE

BOSTON, MASSACHUSETTS 02108

TELEPHONE 617 523-6550

February 1, 1988

ANNUAL REPORT OF THE TOWN COUNSEL

In the year 1987, Tyler & Reynolds Professional Corporation enjoyed its 15th year as Town Counsel to the Town of Reading. Although all attorneys in the law firm were available to provide legal services to the Town, the principal attorneys representing the Town were H Theodore Cohen and Ronald C. Kaczynski.

As in the previous several years, the major issues of legal concern related to real estate matters and matters involving Reading's Home Rule Charter and the reorganization of Reading's Town government. One of the most prominent real estate matters continued to be the new Department of Public Works facility and issues relating to contracts for its construction, the railroad grade crossing and the appeal by abutters John and Bette Biggio from Orders of Conditions issued by the Conservation Commission. Arising out of the Biggios' appeal was the possibility of providing access to the Biggios' property for its possible future development which was presented to the November Special Town Meeting. Another major real estate matter concerned the negotiation and execution of purchase and sale agreements for the sale of the Town's former John Street landfill to Homart Development Co. and Embassy Suites, Inc. These purchase and sale agreements again raised issues which were taken before the November Special Town Meeting. A third real estate matter of note was the negotiation and execution of a purchase and sale agreement for the sale of the Community Center to H.A. Fafard & Sons Construction, Inc.

Other continuing real estate matters of concern involve the development of land on West Street at the juncture of the Reading, Woburn and Wilmington borders by Edward W. Callan; a Master's hearing relating to the uses that can permissibly be made by Eric's Greenhouses, Inc. of its property on North Main Street; questions concerning the completion of the Criterion Road Extension; the renaming of John Street to Walkers Brook Drive and numerous questions concerning enforcement actions brought by the Building Inspector to enforce the terms of building permits, site

plan reviews and special permits or variances. Similarly, there were a number of matters involving the validity of decisions made by the Board of Appeals in regard to special permits and variances.

Issues relating to the new Charter concerned the scope of powers of the Town Manager; the scope of authority of the Community Planning and Development Commission particularly with regard to site plan review; revisions of the Zoning By-Laws and General By-Laws to conform them to the provisions of the Charter and to make certain other changes; and the development of the Planned Unit Development Zoning By-Law.

Litigation or disputes during the year involving individual boards or officials included representation of the following: the Contributory Retirement Board relating to ongoing retirement and pension issues; the School Department relating to claims arising under the Massachusetts and Federal Special Education Laws; the Police Department relating to retirement and pension issues and arrest procedures; the Fire Department relating to the bankruptcy of an equipment manufacturer; the Commissioners of Trust Funds relating to modification of the terms of the so-called Hospital Trust Funds; and the Board of Assessors relating to abatements and proceedings before the Appellate Tax Board.

As in the past, general legal services were rendered on a regular basis to various Town officers, boards, committees and departments, and services were rendered in preparation for and holding of the Annual Town Meeting and Special Town Meetings.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "H. Theodore Cohen", written over a horizontal line.

H Theodore Cohen
TYLER & REYNOLDS
Professional Corporation
Town Counsel



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

TOWN MANAGER
16 LOWELL STREET

ANNUAL REPORT OF THE TOWN MANAGER FOR 1987

1987 marks the first full year of the implementation of the new Reading Home Rule Charter. It marks the first year of the Town Manager's tenure, and as such, some reflection on the past year is especially appropriate. It is difficult to characterize the day-to-day work, but major efforts have been made in the following areas:

1. Financial Improvements

The Town several years ago embarked on a number of initiatives to improve its financial state, largely as a result of Proposition 2-1/2. The Charter mandated some further changes, and the implementation of these improvements has been a joint effort of the Town Meeting, the Finance Committee, the Board of Selectmen, the Town's excellent financial staff, and the Town Manager's Office. Major changes during 1987 include:

Creation of a Department of Finance headed by Beth Klepeis, who also holds the title of Town Treasurer-Collector, effective July 1, 1987. This has resulted in improved coordination of the various financial services of the Town.

Continued excellent service and advice of the Town Accountant, Richard Foley.

Development of financial projections, involving the Town Manager, Accountant, Finance Department, and Finance Committee. These projections indicate a need during the next several years to develop additional sources of revenue, continue to pursue the sale of real estate, and to continue to hold the line on municipal expenditures.

The Town has embarked on a program of selling surplus real estate. Previous sales included the sale of the former Public Works Facility to TASC, sale of the depot to the Stationhouse Restaurant, and sale of some lands to the 128 Auto Sales on Walkers Brook Drive. In addition, the Community Center sale was re-bid during early 1987, and papers should be passed on this sale during the first quarter of 1988. Finally, a purchase and sale agreement was reached with Homart and Embassy

Suites for the sale of the thirty plus acres of the former Reading Landfill. Extensive environmental clearances are being undertaken, and it is expected that the passing of papers should take place on this project during the last quarter of 1988. The sale of real estate efforts are critical in terms of establishing the financial future of the community.

2. Personnel

There have been many changes in personnel, too numerous to list in this report. Several key personnel changes have taken place, including the hiring of Doris Fantasia as Town Clerk, following the retirement of Lawrence Drew. In addition, after much searching, the Town was able to hire Jonathan Edwards as the Town Planner and Director of Community Development. Additionally, Chris Copeland has been hired as Recreation Supervisor on a half-time basis replacing John Pacino who retired from that position during 1987. Finally, the Town contracted for a pay and classification study for approximately one dozen positions covering sixty-seven employees. This study was completed during mid-1987 and is scheduled for implementation during the early part of 1988. The major part of the implementation was bargaining with the clerical bargaining unit of AFSCME.

3. Organizational Structure

During early 1987, the Board of Selectmen approved for use an organizational structure for the Town government. This was used for the development of the 1988 budget, and also used as part of the model for determining space needs within the Town offices. At the Subsequent Town Meeting in November of 1987, this plan of organization for the executive branch was approved by Town Meeting, and a copy is included in this Annual Report. This organizational structure took some eighteen previous "departments" and created nine departments. The intent of the organizational structure is to improve communication and coordination, and to take advantage of economies and efficiencies of staff and materials.

4. Policy Development

The Town of Reading has long depended on unwritten policies for much of its governance. A goal during 1987 was to develop a Policy Manual, and commit many of these policies to writing. Policies that have been adopted by the Board of Selectmen, following a set procedure, include personnel policies which will be further supplemented as a result of incorporating the

former personnel by-law into the policies of the Town. Additional policies have dealt with the sale of alcoholic beverages, policies on the acceptance of gifts to the Town, a policy on access to public records, policies dealing with transportation guidelines for employees and volunteers, and other similar policies. A copy of the Policy Manual is available for public inspection at the Town Library.

5. Public Information

Specific efforts have been made to improve the quality and availability of information to the public. These efforts include the adoption of a policy regarding public access to records, improved quality of the Town Report, and making additional information available to Town Meeting members prior to Town Meeting. The notable exception to being able to provide quality information to the public was the difficulty in making the plan of organization available in a readable format to the Town Meeting. This has been corrected through the publication of the Plan of Organization in this document. During 1987, Town employees attended a program on "Understanding Handicaps" which will allow the staff to serve the handicapped portion of the public in a better manner.

6. Looking Ahead

Looking towards 1988, there are a number of issues that need to be resolved:

Organizational Consolidation

A major effort this year will be to make as few changes in the organizational structure of the Town as possible, and therefore, to solidify and fully implement the structural changes that have been made to date. A major part of this process includes developing ongoing relationships with the new General Manager of the Municipal Light Department and the new Superintendent of Schools. Other areas include continued development of the personnel function of the Town, through budgeting a position of Personnel Administrator, and through ongoing policy development. In addition, a purchasing study has been funded by the Massachusetts Executive Office of Communities and Development. This will be conducted during early 1988, to establish standardized purchasing practices and procedures for the Town. Finally, in consolidating the structure of the Town, continued emphasis will be placed on making the most of our volunteers through providing them with the information that they need to make the policy decisions which they are required to make.

Environmental Improvement

One of the emphases in 1988 will be a coordinated effort to improve the physical environment of the Town. For the Town's part, this will include improved maintenance of our various buildings and properties. Specific emphasis will be focused on conservation lands, and volunteer support for these efforts will be encouraged and appreciated. Additionally, increased enforcement of sign regulations and a cooperative effort with the businesses in the Town to insure commercial property maintenance will be requested. Finally, we will be asking all residents of Reading to pay particular attention to maintenance and improvement of their properties. All of these efforts should result in a noticeable improvement to the physical appearance of the Town.

Customer Service

A major emphasis this year will be on improving the customer service functions of the Town government. This will include some specific training for employees on customer service issues. We will try to develop a mechanism to get customer feedback on how we are serving them. And we will improve our staff services to the numerous volunteer organizations in the Town which provide Reading with the quality of life to which we have all become accustomed.

Space Issues

I am optimistic that 1988 will be the year in which we finally resolve remaining municipal space issues. The Public Works Garage was completed in early 1988, and addresses a major need. We are well on our way to addressing the needs of the Fire Department, through the selection of an architect who will design a consolidated central fire station. During 1988, we will need to address the temporary relocation of the Council on Aging facility, the permanent location of the School Department Administrative Offices, and the permanent solution to Town Office space needs. These can be accomplished either through renovation of the facilities on the current Town Hall site, and/or expansion of space on the current site, and/or relocation to a new site. The physical condition of the Town Hall and former Library building are becoming critical, and these need to be addressed.

Town Manager's Report - 1987 (continued)

This has been an extremely active year for the Town, and specifically in the Town Manager's Office. This work would not be able to be done without the support staff in this office. That staff at present includes Sally Grunzweig, Administrative Assistant; Nancy Smethurst and Valerie Kelly, Principal Clerks; and Sandy Richard and Jill Watson, Receptionist-Clerks. We have all enjoyed working together, and with the Board of Selectmen, the Finance Committee, Town Meeting, and all of the other departments and volunteer agencies of the Town to meet our mutual goals.

Respectfully submitted,

Peter I. Hechenbleikner
Town Manager



PASQUALE M. IAPICCA

TOWN OF READING

942-0500

SEALER OF WEIGHTS AND MEASURES

MUNICIPAL BUILDING
READING, MASS. 01867

February 01, 1988

Mr. Peter Hechenbleikner, Town Manager
Reading Board of Selectmen
Municipal Building
Reading, Massachusetts 01867

RE: Annual report of activities in the Sealer of Weights and Measures Department for the calendar year 1987.

During the past year, this department tested a total of 296 weighing and measuring devices in the town. Income from testing and sealing of these devices amounted to \$1925.30. Included in this amount was \$186.00 in adjusting charges.

A new fee schedule was proposed and accepted at Town Meeting. The increase in fees is competitive with the surrounding communities. In the coming year, with the increases put into affect for the complete year, the income to the town should come close to double over this year.

This department investigated complaints in regards to: gasoline measurements, firewood measurements, and supermarket package tares. Working closely with Inspectors from the State Bureau of Standards, these complaints were systematically resolved. Working closely with store managers, improper package weights were corrected. Inaccurately weighed and priced items can have a far greater impact on the consumer than inflation. Therefore, rechecking package weights becomes very important to consumers.

Attached is a list by category of all commercial weighing and measuring devices tested by this department.

In closing, I would like to thank Mr. Peter Henchbleikner, Town Manager, the Board of Selectmen and the Office Staff for their cooperation and assistance during the past year; their help has made my job a little easier.

Respectfully submitted,

Pasquale M. Iapicca

Pasquale M. Iapicca
Sealer of Weights and Measures



PASQUALE M. IAPICCA

TOWN OF READING

SEALER OF WEIGHTS AND MEASURES

MUNICIPAL BUILDING
READING, MASS. 01867

942-0500

Total For 1987

	Adjusted	Sealed	Not Sealed	Con- demand
SCALES	Scales, Over 10,000 lbs.			
	" 5,000 to 10,000 lbs.			
	" 100 to 5,000 lbs.	0	5	1
	Scales or Balances			0
WEIGHTS	Under 100 lbs.	0	42	2
	Under 10	0	3	0
	Avoirdupois	0	13	0
	Metric	0	14	0
VOLUME-METRIC MEASURES	Troy			
	Apothecary	0	11	0
	Vehicle Tank Compartments			
	Liquid Meas. 1 gal. or under			
AUTOMATIC LIQUID MEASURING DEVICES	" " over 1 gal.			
	Dry Measures			
OTHER AUTO MEAS. DEV.	Meters, Inlet 1" or less			
	Gasoline	66	174	5
	Oil, Grease	0	4	4
	Meters, Inlet more than 1"			1
LINEAR MEAS.	Vehicle Tank	4	10	0
	Bulk Storage			0
	Meters			
	Oil, Grease			
MISC.	Taximeters			
	Leather Measuring Devices			
	Cloth " "			
	Wire Cordage " "			
MISC.	Yardsticks			
	Tapes			
MISC.	Money Collected			
	\$1925 30			
TOTALS	70	281	12	3

Housing Authority



READING HOUSING AUTHORITY
22 Frank D. Tanner Drive
Reading, MA 01867 (617) 944-6755

ANNUAL REPORT FOR 1987

The Reading Housing Authority has had a very busy year. With Richard S. Dempster as the Board Chairman, Philip R. White, Jr. as Assistant Secretary and William E. McIsaac, Vice-Chairman and State Appointee, the Board welcomed two new members: Arthur J. Reynolds and Lynn M. Carlson. Mr. Reynolds was appointed to serve the remaining term of Patricia J. Swain who has retired to Cape Cod. Ms. Carlson has been appointed to serve the remaining term of the late Leonard F. Westra.

The Authority had a most productive year and the following will highlight some of the major accomplishments by program:

705 Program (Family Housing) - Groundbreaking took place in late March 1987 and occupancy of the six units of housing at Oakland and Waverly Roads took place on December 1, 1987. All units are occupied and the families are adjusting to their new homes as final details are being completed. The State Executive Office of Communities and Development (EOCD) has selected the Reading development as one of the five family housing developments that they will be showcasing this year.

The Board is working with the developers of "Greenhouse Acres" to create another ten units of family housing within the town. Another four units will be created with the Community Center conversion to condominiums.

667 Program (Housing for Elderly/Handicapped) - The 80 units of housing at Frank D. Tanner Drive will soon be upgraded with the assistance of an additional \$495,000.00 grant from EOCD for modernization. This contract will be dovetailed with the previous grant of \$280,000.00 to complete the necessary building, utility and apartment improvements. Work should be commencing in May 1988.

The tenants are enjoying all the classes held at the recreation hall. The residents also enjoy the talents of the acoustic musicians that practice in the hall on Thursday nights. The Library, Board of Health and Council on

Aging continue to provide assistance with monthly book reviews, blood pressure screening clinics, Friendly Visitor, weekday Meals on Wheels, Outreach, van rides, and many more support services. The Authority is working closely with Mystic Valley Elder Services for the necessary in-home care needed to allow many residents to remain independent. The Tannerville Club and Singles Club hold monthly meetings, which are always well attended. Tea Dances and dance lessons continue to be enjoyed by many of the town's senior citizens.

The Authority will be having a fundraising effort this year in order to purchase new furniture and draperies as well as a television set with hearing devices and a VCR for the community room.

Rental Assistance (Section 8/Federal; 707/State) - The Authority has 85 Section 8 certificates and 13 certificates under the 707 Program. The Authority has also leased up 6 "Emergency Access" applicants during the year under the new EOCD guidelines. The Authority has opened the Section 8 waiting list again. We encourage anyone needing assistance, especially Reading residents, to apply.

The Housing Authority has been working diligently with the Town Manager, Town Planner and Board of Selectmen to encourage the Town of Reading to join the Massachusetts Housing Partnership (MHP). The MHP is a statewide initiative formed and funded by the Legislature to support local housing needs. The MHP assists local alliances by providing funds for technical assistance and development which are designed to increase the supply of affordable housing.

The Authority is also exploring possibilities of creating a congregate elderly facility as well as a 689 Program for chronically mentally ill persons. With the Town Planner and the Fair Housing Committee, the Authority will work to create equal housing opportunity for all people that want to live in the Town of Reading. We look forward to the next year with continued determination and commitment.

Respectfully submitted,

RICHARD S. DEMPSTER, Chairman

Human Services





THE READING ARTS COUNCIL

Adrienne Caselle, Chairperson
Marquerite McCormack, Vice-Chairperson
Mary Atkinson, Secretary
Nettie Turner, Treasurer
Frances Brown
Beverly Cook
Mary Louise Garrard
Ann Hutchinson
Arthur Knapp
Mary Ellen LaCroix
Lorraine McCarthy
James Russell
Sharyn Taitz

Annual Report for the Reading Arts Council

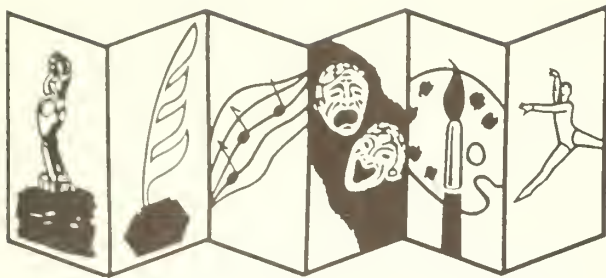
The Reading Arts Council is the local agent for the distribution, receipt, and evaluation of applications for funds from the Massachusetts Arts Lottery Council. The Council serves as a resource for the dissemination of information as well as to encourage activities relating to furthering and stimulating interest for the arts in our community.

The Council has distributed funds to twenty-four local arts groups or individuals for the 1987-1988 funding season. The P.A.S.S. Program (Performing Arts Student Series) has funded sixteen school age groups so that they may attend various theater productions and concerts. The P.A.S.S. Program has been extended to private and parochial schools.

A new project that the Council has undertaken is to develop a pamphlet describing all of the arts groups in the community so that it will be available to new residents as well as everyone who has an interest in the arts.

July 1987 Funding: \$6365.00

Reading Recreation Department: Summer Music Concerts
Daniel's Nursing Home: Entertainment for Nursing home residents
Reading Public Schools: Concert of the Greater Boston Youth Symphony Orchestra
Creative Arts for Kids: Orchestral Program
Colonial Chorus: Light control Panel/dimmer board
Reading Art Association: Easel replacement
Jack Cairl and Barbara Mellin: Book entitled "A Year In The Forest"
Joshua Eaton P.T.O: Art Quest
Treble Chorus of New England: Training Program
Quannapowitt Players: Computer
Friends of the Reading Public Library: Library Music Series
Mary Atkinson: Fiction Writing
Reading Public Schools: "The Arts and International Language: An Exchange with Japan"
Reading Public Schools: "Journey Through History" Photocollage mural



THE READING ARTS COUNCIL

Annual Report for the Reading Art Council continued

July 1987 P.A.S.S. Funding: \$1486.00

Parker Middle School: "Amadeus"
Barrows School: "A Christmas Carol"
Barrows School: "Pinocchio"
Joshua Eaton P.T.O.: "The Nutcracker"
Reading High School: "Forbidden Broadway"
Reading High School: "Little Shop of Horrors"

January 1988 Funding: \$5100.00

Creative Arts for Kids: Recital Program
Coolidge Middle School: Boston Ballet II CO.
Colonial Chorus: Fixed production costs
Reading Public Schools: Exhibition of John Heartfield's photomontage posters
"Spinning Wheel" Special Needs Recreation: Art Courses
Harold Bond: Production costs for show entitled "Mr. Dooley At Large"
Reading High School: Repertory Theatre group to perform and discuss Shakespeare
Reading Public Schools: Lenox Brass Quintet
Reading Public Schools: "Consortium Arts Musicum"
Reading Public Library: All Reading Art Show and purchase of four pieces for library

January 1988 P.A.S.S. Funding:

Reading High School: "Oliver"
Reading High School: "Messiah"
Barrows School: "Babes in Toyland"
Barrows School: "Firebird"
Parker Middle School: "Firebird"
Barrows School: "Iamogo"
Reading Public Library: "Big River"
Red Sneakers - Wellington School: "Oliver"
Joshua Eaton P.T.O.: Spring Musical Northshore Music Theater
Reading Public Library: "Mr. Popper's Penguins"



Council on Aging

52 Sanborn Street

Reading, Massachusetts 01867

Telephone: 942-0500, Ext. 48

Annual Report

During 1987 the Council on Aging provided friendly visiting, outreach, home delivered meals, a congregate meal site, transportation, shopping assistance, volunteer opportunities, legal services, recreation and education. Our programs are designed to encourage socialization, physical activity and mental stimulation to contribute to the well being of older people. Requests for respite care, protective services, homemaker/home health aide are referred to Mystic Valley Elder Services, inc. (MVES). An up-to-date file of agencies for referrals is maintained in the COA office for those needing information and referral.

There are 11 staff people in the COA office to coordinate the program: Director, Outreach Worker, Van Driver, Meals on Wheels (MOW) Coordinator, Meal Site Manager, Friendly Visitor Coordinator, Volunteer Coordinator, Shopper, 2 Senior Aides and a substitute Van Driver. In addition, there are seven paid instructors for our class programs: Bridge, Knitting and Crocheting, Crewel and Needlepoint, Ceramics (2), Oil Painting, Arts & Crafts and Exercise. All salaries are paid from the tax levy with the exception of the following: the Shopper is paid from a \$3,000 grant from Mystic Valley Elder Services, (EOEA) and donations; the Friendly Visitor Coordinator is paid by a grant from EOEA as is the Volunteer Coordinator. In addition 2½ hours per week are paid to MOW Coordinator from the EOEA grant. Salary of the Meal Site Manager and part of the MOW Coordinator is paid by MVES as part of our cash match. Two Senior Aides are paid by MVES through a program sponsored by the Department of Labor.

The Shopper works 16 hours per week at the present time. Occassional extra time is donated by the Shopper herself. The Friendly Visitor works 12 hours per week. At the present time 61 people are in the program who receive a visitor on a weekly basis. There is a telephone reassurance and sunshine card component to the program; 6 people receive a phone call on a daily basis at a designated time. Cards depicting appropriate holiday or month are mailed to 61 home-bound residents each month. These are made by school children, local scouts, and camp fire groups. Reading Junior Woman's Club donates postage. Volunteer Coordinator is 10 hours per week; person is responsible for maintaining volunteer records and statistics, recruiting, planning workshops and information for volunteers and any interested people, and publishing a monthly newsletter for volunteers offering encouragement and sharing of information. There are 119 volunteers who contributed 7354 hours to make our many programs possible. Every year the COA sponsors a dinner during volunteer week to acknowledge our many volunteers. Expenses for dinner are paid by Patrons of Older Adults. A hot meal is available each weekday at the Senior Center with an average attendance of 55, and there are 71 recipients in the home delivered meal program. There is no charge for the meal but a donation of \$1.00

is suggested. All donations are returned to Mystic Valley. These programs are contracted with Mystic Valley and funded with federal, state and local monies (\$2,295) from COA budget as part of our cash match.

The Council van provides transportation for local shopping, medical appointments, meal site and COA sponsored classes and activities. Fees for using van are: 50¢ local shopping and medical appointments, \$1.00 Redstone and Woburn Mall, \$1.50 North Shore and Burlington; there is no charge for meal site transportation. The Outreach Worker is vital to the role of the COA in the community. When a crisis or emergency arises in a household she responds to assess the problem and provide necessary information and when possible arranges services to help alleviate the situation. Paid instructors for our education programs are necessary to ensure that we offer a variety of subjects on a continuing basis to contribute to the well-being of our older population.

During the past year we have seen a 15% increase in the number of people seeking help or information through our office. We anticipate this figure to continue to increase as both our population as a whole ages and medical technology increase the individual's lifespan. In addition, the trend of shortages in the service labor force shift more of the care to the public sector. To ensure that help is available the COA must continue to provide services and information enabling older people to live their lives with dignity and independence.

Mystic Valley Elder Services, Inc. provided \$300,000 in supportive services to 202 Reading older residents through the State Home Care program. These services include information and referral, case management, chores, transportation, home delivered meals, congregate meals, personal care, laundry, respite care, protective services, homemaker, legal services, companionship and senior aides. Reading's cash contribution to M.V.E.S. for these services was \$2,239.

An afternoon of Bingo playing is offered twice each month and a Tea Dance every month with music provided by a five piece orchestra, "The Silvertones". They are a group of retired men who love music and volunteer their time to entertain local senior groups. These functions are self-supporting, M.F. Charles, Inc. donates prizes for Bingo and Atlantic Food Mart provides refreshments served at the Tea Dance.

Many special activities are planned during the month of May, which is designated "Older American's Month" (nationwide). Most popular is annual "May Party" complete with Maypole. A box lunch is available to all in attendance, Wakefield Retired Men's Band provided "nostalgic music", third grade students from Barrows School entertained with skits and musical selections many of which were original written by the students. A beautifully decorated cake made by Ruth Decatur depicting all stages of life was served. Special thanks to Reading Cooperative Bank and Reading Junior Woman's Club for their financial contribution to this event. We would also like to thank the Board of Public Works who do a terrific job cleaning the parking area, moving tables and chairs and general cleaning up before and after the event.

There was an exhibition of the many beautiful and unusual items, made in COA sponsored classes, was held at Reading Public Library throughout the month of May.

The Annual Dinner which has been an annual event at Austin Preparatory School for the past eight years was not held this year. Unfortunately the school was not available and the staff who volunteer to purchase and prepare the food are no longer on the faculty. We will endeavor to again have this in the coming year.

A successful and gala "Holiday Open House" was held at the Senior Center on Sunday, December 13th with approximately 150 people attending. Festive holiday decorations were provided by Reading Garden Club, Eric's Greenhouse, and Pinewood Gardens. This was sponsored by COA staff and board.

Hot dinners were delivered by COA staff to twenty households for those unable to cook and or were going to be alone for Thanksgiving and Christmas. Dinners consisted of chicken pie with vegetables, stuffing, rolls, butter and apple turnovers. This was done through the courtesy of Reading Rotary Club and Harrow's Restaurant.

The COA received many gift items and/or money during the holiday season to be used for our older residents: Reading Jaycee Santa - warm clothing, food certificates and money for holiday food baskets for selected households, Young Woman's League purchased and gaily wrapped gift items for 25 people, twenty food certificates were made available to those less fortunate through courtesy of the Salvation Army, several people made afghans and lap robes which were distributed to people who expressed a need.

Government surplus food products were distributed three times during the year to 761 households. This is a joint venture between COA and Reading Rotary Club.

The students, faculty and PTO of Coolidge Middle School again invited our older residents to a wonderful holiday party. The cafeteria was transformed into a Winter Wonderland. A delicious luncheon was served with the students waiting on tables. They are to be commended for their caring and concern of our older residents. Upon leaving each person was given a poinsettia which had been donated by Spence Farm.

A dinner to honor the many volunteers who assist with our programs was held on April 28th at the Masonic Hall. Entertainment was provided by "The Reading High School Singers" under the direction of Music Director Barry Low. Certificates of Appreciation were presented, these were beautifully lettered by Barbara Mellin. Funds for this happy event were provided by Patrons of Older Adults and Court Resource Program with Reading Masonic Lodge donating the use of their facilities.

The Council received \$4,000 in cash donations during the past year. This money is used for the shopping program, household repairs and/or other unusual expenses a person may encounter.

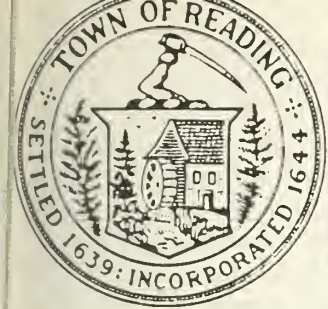
Greater Lynn Mental Health Retardation Associations, Inc., uses Senior Center facilities three days each week to provide Day Care for their Reading clients.

Outreach Worker, Ruth Turnquist retired in June, Lois Bond assumed the duties of the position in August. Frances Longo was hired as part-time clerk in the COA office replacing Marion Gould who resigned in September.

The Senior Center is a community facility where older people come together to fulfill many of their social, physical and intellectual needs. It is not only for Seniors; volunteers of all ages interact with older people in a variety of programs. During the past year there has been a significant increase in the number of people using the facility. The young, the old and middle aged teach each other and learn from one another. We look forward to the fun, work and challenge in the year ahead which contribute to our growth.

While it is impossible to mention all of the people who have helped during the past year, we offer our sincere thanks to each and everyone of you. With your continued help and assistance we will strive to improve the quality of life and make the years ahead happy and creative for Reading's older citizens.

Rheta C. McKinley, Director
Woodrow W. Baldwin, Chair
Rosemary Gibbons, Vice-Chair
Gladys Cail
Barbara Doucette
F. Richard Felone
Aloyse Jellison
Gail Rourke
Loretta Spaulding
Sebastian Tine
Jane Soule



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

BOARD OF HEALTH
6 Lowell Street

ANNUAL REPORT

The Reading Health Department continues to grow stronger with both the quantity and quality of programs we offer the public. This year we had two major goals. The first was not only to fill all personnel vacancies, but to establish a group of people who provide continuity and a viable working team. This goal was completed in September and we now have a terrific team who provide first quality service to the public.

Our second goal was to become more closely integrated with other divisions and departments within the Town of Reading as well as other area social service agencies. To date we have met with staff from Eastern Middlesex Mental Health Association (EMMHA), Mystic Valley Elder Services, and Visiting Nurse Association Middlesex East. This has resulted in greater communication and referrals between the different staff members and more comprehensive services for our clients. In the first six months, we have co-sponsored specific programs with the Council on Aging, Police, Fire, Conservation and School Departments. The Nursing Coordinator has provided a series of three Hepatitis B immunizations to almost seventy firefighters and police officers. She has also been available to assist in medical emergencies at the Conservation Commission's Town Forest Days. The Prevention Education Coordinator works extremely closely with the School Department to implement the substance abuse program. With the assistance of the school administration, we are also planning a Health Fair for November 1988 for all Reading Memorial High School students. The goal is to provide specific health screening services as well as to increase students' awareness in positive body image and positive health choices. The Director has been a member of the School Committee's AIDS Task Force which has provided information and programs for the public and is working to develop a curriculum for the schools. The staff of the Council on Aging has been working closely with us to provide more comprehensive services to our elderly clients.

Nursing Services

Nursing continues to be the backbone of services provided by the Health Department. Two of these, tuberculosis testing and follow-up of communicable disease, are mandated by the state. Ninety people have been tested for tuberculosis through December 1987, with another thirty to forty tests anticipated by fiscal year's end. These tests are done for school volunteers, day care workers, nursing home staffs, college-bound youth, contacts of TB cases, and those who need to meet job requirements. Fifteen cases of food-borne or water-borne illness have been followed through December 31, 1987. In order to have more thorough data on these cases, the Nursing Coordinator has developed a new and more detailed questionnaire.

Biologic distribution to physicians , another state-mandated service, has also been enhanced by the development of a more comprehensive standard operating procedure. The blood pressure monitoring program which has been offered for a number of years, has been modified to increase patient accessibility and service. Evening hours and visits to the homebound increase access and longer appointments allow for discussion of addition and often related health issues. An average of 60 clients per month have been seen. In the annual fall immunization clinics 752 persons were immunized for influenza and 49 for pneumonia. The second lead screening clinic for children 1 - 6 years of age is planned for May 1988.

Prevention Education

Substance Abuse Program - Completing the first year of this new position within the Health Department, we have seen the coordination and implementation of Middle School drug and alcohol curriculum through the training of nine science teachers and the purchase of "Caspar" and "Here's Looking at You Two", two prepared materials purchased through grant monies.

To augment the Middle School, the peer leadership program has begun at Reading High School. Twenty-nine high school students and two teacher advisors were trained in communication techniques, factual information of drugs and alcohol, and intervention and referral skills. To augment this 8 hour training, students were trained for 3 additional hours on suicide intervention. The peer leadership program has met with great school and community support. This is and will be an integral part of the drug and alcohol program for Reading.

The next level of revitalization within the prevention education element of Drug and Alcohol is training of teachers and purchase of curricula materials in the elementary level. Through the second grant award from the Governor's Alliance Against Drugs and the Drug Free Schools Act (\$9,572.00), we have planned a teacher training in March 1988 to focus primarily but not exclusively on the elementary level curricula.

The Substance Abuse Program has not focused only on the schools. In cooperation with the continued efforts of the Drug and Alcohol Task Force and Police Department, we have planned and executed a speaker's night, a 3-hour Parent Workshop, and presentations to organized clubs within the town. These programs were successful spreading a consistent approach to over 2000 adults in the use/misuse of drugs and alcohol.

An exciting program planned for March 10, 1988 is a public presentation by WBZ-TV and the Governor's office to parents and children of elementary level K-5. The Prevention Education Coordinator is again involved as the coordinator of Task Force, schools, police and peer leaders to present public awareness programs. This will also offer the opportunity to continue to disseminate the Task Force pamphlet publication "Choices", a local resources and referral listing.

The Prevention Education Coordinator will continue to utilize the energy and support of many community groups and the outstanding cooperation of the police and school departments to reach the state's goal of Drug Free Schools by 1990.

Pre-Adolescent Sexuality Programs - The Health Department nurses have completed its fourth season of offering voluntary sex education seminars for 4th, 5th, 6th, and 7th grade girls. A voluntary sex education program for 6th grade boys is administered by the Prevention Education Coordinator and presented by contracted school counselors. All programs are presented after school at the Reading Public Library. We are continuing to develop a video library for resources for all of our programs.

Environmental Health

Inspection services continue at full capacity. Food service establishments receive routine inspections on a quarterly basis, retail food on a semi-annual basis, swimming pools on a monthly schedule, suntanning/day camps annually. The staff also investigates all housing, solid waste, lead paint, and general nuisance concerns. This accounts for over six hundred inspections per year.

Contractual Services

Hazardous Waste Collection - was a very successful effort held at the DPW garage in September. Over two hundred households participated; we collected 83 batteries and 44 drums of household wastes.

East Middlesex Association for Retarded Citizens - is a regional organization which provides six housing settings (two of which are in Reading), job placement, parent resource counseling, advocacy services, information and referral. Funding is provided through the Department of Mental Health, Medicaid, donations, and cities/towns. Reading pays for those costs necessary to support our 15 clients in the two day programs.

Eastern Middlesex Mental Health Association - is the region's outpatient mental health facility. It offers outpatient clinic visits, substance abuse education and treatment specifically for the youth and the elderly, a geriatric social day care center and residential support services to the chronically mentally ill. The Health Department helps to defray the costs of providing outpatient services to Reading residents which in the past year accounted for 165 clients and 1445 visits.

East Middlesex Mosquito Control Project - provides services to nineteen contiguous communities. The program includes a variety of methods to control the several mosquito populations including truck mounted aerosol spraying of residential neighborhoods, hand held portable sprays of recreation and wetlands by aerial spraying of large wetlands by helicopter, and water management through maintenance of flow in ditches. Four traps are maintained by the staff to monitor both the type and size of the local mosquito population in order to best tailor control efforts to existing conditions.

Respectfully submitted,

James J. Nugent, Chairman
Paul F. Caselle, D.D.S.
John F. Kilillea, D.M.D.
Ruth L. Cogan, M.P.H., Director



Town of Reading

Reading, Massachusetts 01867-2693

(617) 942-0500

RECREATION DEPARTMENT
6 LOWELL STREET

Annual Report for the Recreation Division

1987 was a transitional year for Reading's Recreation Division.

An office was established in Town Hall's Annex and a new Supervisor held regular office hours, thus providing the residents more access to recreation information.

Superintendent John Pacino retired after 38 years of dedicated service to the Reading community July 1, 1987, and Christina Copeland began May 1, 1987, creating a smooth transitional period just before the summer season.

Larry Warnock was appointed to the Recreation Committee full-time and Catherine Kaminer and Neil Hannaford were appointed as Associate members this year.

As a result of the new Charter, the responsibility for the maintenance of the Grant Municipal Pool was assumed by the Department of Public Works July 1.

Existing programs took on a fresher look. New special activities at parks and day camps, an ice cream cone day, scavenger hunts, etc., were activities which were part of a "Weekly Theme" message.

A new concert series "A Touch of Class" sponsored jointly by the Reading Arts Council and Recreation Committee, as well as the Boston Musician's Association and Musician's Performance Trust Fund, was introduced this summer. Four concerts at the Birch Meadow lawn area and the Reading Memorial High School Auditorium entertained up to 500 music enthusiasts, with Big Band, Swing, Dixieland, and Top 40 music.

The "Rec Wrap-Up" was created, a monthly calendar with open recreation hours available at the Reading Memorial High School Field House, November through March, for both early morning and evening use.

An increase in participation and revenue generated by the Recreation Division, supports the theory that townpeople seem satisfied with existing programs. With their input, the future direction of the Recreation Division will lead to increased participant satisfaction.



Town of Reading

Veterans' Services Department

6 Lowell Street

Reading, Massachusetts 01867

ANNUAL REPORT OF THE DEPT. OF VETERANS' SERVICES AND BENEFITS FOR THE CALENDAR YEAR OF 1987

To the Honorable Board of Selectmen and the Citizens of Reading:

The Director and Agent for the Department of Veterans' Services and Benefits respectfully submits his Annual Report for the Year 1987.

Paul A. Farrell, Director and Agent and the limited part-time services of very capable Gayle Munro as Clerk.

Veterans' Services is governed by Chapter 115 of the General Laws of Massachusetts as amended with strict compliance to this Chapter, the rules and policies of which govern the disbursement of aid.

Benefits are for the needy Veteran and his immediate family who have been subjected to unforeseen needs. Final approval of benefits comes from the Commissioner of Veterans' Services at Boston, MA.

This year, 1987, the amount of V.A. expenditures in the Town of Reading to a Veteran population of approximately 2,744 was \$2,094,035 ending the Fiscal Year 1987, June 30th.

These benefits were paid directly to recipients and/or their dependents by the V.A. which represents the amount of tax dollars not required to be expended for support of those who because of circumstances, find it necessary to apply for aid.

VETERANS' BENEFITS

AID EXPENDITURES (Calendar Year)	-	\$12,575.33
TOTAL ACTIVE CASES (Twelve Month Period)	-	293
CURRENT PENDING CASES (Services)	-	127

GRAVE REGISTRATIONS

Interments (Twelve Month Period)	-	Total 38
World War I	-	1
World War II	-	31
Korean Conflict	-	5
Vietnam Era	-	None
U.S.S. Stark Active Duty Sailor	-	1

VETERANS' SERVICES

Applications for All Services: Local, State, and Federal - Total - 1788

COMMENT

Since forming the District of Reading and Wilmington Veterans' Services under Chapter 115 of the General Laws, as amended, the Department continues to run smoothly.

Case load changes and/or varies from time to time because of certain conditions such as shutdowns, strikes, accidents, industrial or otherwise, illness, all these have an impact on the Budget as appropriated at the Annual Town Meeting.

Respectfully Submitted,

David G. Daniel
Director and Agent

Legislative Body





By-Law Committee

Municipal Building

617 - 942-0500

READING, MASSACHUSETTS 01867

Report of the By-Law Committee

The General By-Laws were amended to bring them into conformity with the newly adopted Home Rule Charter.

Two other General By-Law amendments were passed and approved:

Article XXI was amended by inserting a provision that restricts smoking in public places.

Article XXIV, Personnel, of the General By-Laws was amended by replacing it in its entirety with a new by-law that gives the Board of Selectmen powers to establish and maintain a personnel system based on merit principles, the classification and reclassifications of positions, an annual compensation plan and the development and promulgation of personnel policies; and names the Town Manager as administrator.

Six zoning By-Law amendments were passed and approved:

Added a new Section 4.9 "Reading Planned Unit Development By Law" delineating procedures for establishing planned unit development districts.

Added a new overlay district - "Planned Unit Development" in Section 3.1.

Added a new Business and Service Use - "Planned Unit Development" in Section 4.2.2.

Amended the zoning map in Section 4.9.2 to establish a Planned Unit Development overlay district in the Walker's Brook Drive area;.

Amended Para. 6.1.2.2 to change the minimum size of each off-street parking space in an industrial district to 8 1/2 feet in width and 18 feet in length.

Amended the table following Para. 6.1.1.3 to change the number of off-street parking spaces for an office or research and development facility to three spaces for each 1000 square feet of floor area and one off-street loading space for each 100,000 square feet of floor area.

Two acceptance acts were adopted:

The provisions of General Law Chapter 40 Section 39K as amended by Chapter 306 of the Acts of 1986 were accepted authorizing the Town to establish a separate account classified as an "Enterprise Fund" for the operation of the Town's Water Utility Service.

The provisions of General Law Chapter 40 Section 39K as amended by Chapter 306 of the Acts of 1986 were accepted authorizing the Town to establish a separate account classified as an "Enterprise Fund" for the operation of the Town's Sewer Utility Service.

Respectfully submitted,

Edward Murphy, Chairman
Philip Pacino, Clerk
George Theophanis
Nils Nordberg
Dolores Carroll



MUNICIPAL SPACE BUILDING COMMITTEE

1987

Your Municipal Space Building Committee was established to address the problem of housing the several administrative entities of the Town at the Town Hall/Old Library complex. Working on the base work of similar prior committees of 1964, 1979, 1982 and 1983, the Committee presented a preliminary concept to Town Meeting in May of 1984 and a full proposal in November of 1984.

After two years of further study, Fall Town Meeting of 1986 authorized the Committee to select a final design concept and develop architectural and engineering specifications.

During 1987, the Committee and its architect/designer met with the Selectmen, Town Manager and other town officials to incorporate into the design their changes in town government structure and administrative reorganization which came about with the adoption of the new town charter.

As presented to Town Meeting, the proposal could be constructed in stages as funding became available or could be done as one full project. Town Meeting chose not to fund the project at this time and the Committee is now awaiting a further clarification of the availability of funds and will present this proposal to Town Meeting in the near future.

Respectfully submitted,

Nils L. Nordberg, Chairman
Gerald A. Fiore, Vice-Chairman
Henry A. Higgott, Designer Liaison
Lawrence Drew
Mary S. Ziegler
Eugene R. Nigro
Randolph Harrison, Finance Committee Liaison

TOWN WARRANT
(Seal)
COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in elections and Town affairs, to meet in the following places designated for the eight precincts in said Town, namely:

Precinct 1. J. Warren Killam School
Precinct 2. J. Warren Killam School
Precinct 3. Joshua Eaton School
Precinct 4. Joshua Eaton School
Precinct 5. Alice M. Barrows School
Precinct 6. Alice M. Barrows School
Precinct 7. Birch Meadow School
Precinct 8. Birch Meadow School
on

MONDAY, the TWENTY-THIRD DAY OF MARCH A.D., 1987, at seven o'clock in the forenoon to act on the following articles, viz;

ARTICLE 1. To elect by ballot the following Town Officers: a Moderator for one year; two members of the Board of Selectmen for three years; one member of the Board of Assessors for three years; one member of the Municipal Light Board for three years; one member of the Municipal Light Board for two years; one member of the Municipal Light Board for one year; two members of the Board of Library Trustees for three years; two members of the School Committee for three years; and twenty-four Town Meeting Members shall be elected to represent each of the following precincts: Precincts 1, 2, 3, 4, 5, 6, 7 and 8. Terms of office shall be determined by the number of votes received. The eight (8) candidates receiving the highest number of votes shall serve for three (3) years; the eight (8) candidates receiving the next highest number of votes shall serve for two (2) years; and the eight (8) candidates receiving the next highest number of votes shall serve for one (1) year from the day of election.

AND, to vote YES or NO on the following question:

QUESTION 1

PROPOSED AMENDMENT TO THE READING HOME RULE CHARTER

Pursuant to the vote of Town Meeting Members on November 13, 1986, under Article 17 of the Adjourned Subsequent Town Meeting, shall the Reading Home Rule Charter be amended to read as follows?

"Whenever a vacancy occurs and is to be filled in any Town office requiring appointment by the Board of Selectmen, or in any multiple member body except for positions covered under the civil service law of the Commonwealth, whether by reason of death, resignation, expiration of a fixed term for which a person has been appointed or otherwise, the Board of Selectmen, or other appointing authority, shall forthwith cause public notice of the vacancy to be posted on the Town bulletin boards for fifteen (15) days. Any person who desires to be considered for appointment to the position may, within fifteen (15) days following the date notice is posted, file with the Town Clerk a statement setting forth in clear and specific terms his qualifications for the position. No permanent appointment to fill such a position shall be effective until at least twenty-eight (28) days have elapsed following such posting and until all persons filing such statements shall have been considered."

YES _____
NO _____

SUMMARY

The purpose of this amendment is to eliminate the requirement of the lengthy delay in the hiring and appointing of persons to fill positions in the day-to-day operation of the various Town offices and departments, causing undue hardship in the operation of these offices. This does not affect the appointment by the Board of Selectmen in filling positions to the various boards and committees.

For these purposes the polls will be opened at each of the eight precincts at seven o'clock A.M. and will close at eight o'clock P.M.

and to meet at the Memorial High School Auditorium, 62 Oakland Road in said Reading on

MONDAY, the THIRTEENTH DAY OF APRIL A.D., 1987

at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of Chapter 7 of the Acts of 1943, as amended by Chapter 317, Acts of 1975.

ARTICLE 2. To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer, Collector of Taxes, Board of Assessors, Department of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Town Manager and any other Boards or Special Committees.

Board of Selectmen

ARTICLE 3. To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees.

Board of Selectmen

ARTICLE 4. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1987, in accordance with the provision of the General Laws, Chapter 44, Section 4 and to issue a note or notes therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year, in accordance with the General Laws, Chapter 44, Section 17, or take any other action with respect thereto.

Town Treasurer

ARTICLE 5. To see whether the Town will vote to authorize the Treasurer and/or Collector to enter into written agreements with banking institutions under the provisions of the General Laws, Chapter 44, Section 53F, or take any other action with respect thereto.

Town Treasurer

ARTICLE 6. To see if the Town will vote to authorize the payment during Fiscal Year 1988, of bills remaining unpaid for previous fiscal years for goods and services actually rendered to the Town, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 7. To see if the Town will vote to amend "Schedule B - Compensation Plan" of Article XXIV of the By-Laws of the Town of Reading, by increasing the existing pay ranges in the Compensation Plan by a certain percentage to be determined by Town Meeting, or what it will do in relation thereto.

Board of Selectmen

ARTICLE 8. To see if the Town will vote to amend "Schedule A - Classification Plan" of Article XXIV of the By-Laws of the Town of Reading, by establishing or changing the grades and/or position titles as they relate to any or all of the employees of the following departments: Fire Department Mechanic, Town Clerk, Assistant Town Clerk, Recreation Supervisor, Building Maintenance Supervisor, Town Engineer, Town Planner, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 9. To see if the Town will vote to amend Section 7 (l) of Article XXIV of the By-Laws of the Town of Reading, by changing longevity payments as follows:

<u>Effective 7-1-86</u>	<u>Effective 7-1-87</u>	
150	200	Annually upon completion of five years service.
250	300	Annually upon completion of ten years service.
350	400	Annually upon completion of fifteen years service.
450	500	Annually upon completion of twenty years service.
550	600	Annually upon completion of twenty-five years service, or

see what action it will take in relation thereto.

Board of Selectmen

ARTICLE 10. To see if the Town will vote to adopt the Capital Improvement Program as provided for in Section 7-7 of the Reading Home Rule Charter, or take any action with respect thereto.

Board of Selectmen

ARTICLE 11. To see if the Town will vote to amend the Capital Improvement Plan as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 12. To see whether the Town will vote to rescind the remaining bond authorization for the purpose of acquiring land owned by H. J. Davis Company in the amount of One Hundred Twenty-Five Thousand (\$125,000) Dollars, authorized by Article 7 at the Special Town Meeting on June 19, 1986, or take any other action with respect thereto.

Town Treasurer

ARTICLE 13. To see whether the Town will vote to rescind the remaining bond authorization for the purpose of replacing the roof of the Coolidge Middle School in the amount of Thirty-Six Thousand (\$36,000) Dollars, authorized by Article 26 at the Annual Town Meeting on April 18, 1985, or take any other action with respect thereto.

Town Treasurer

ARTICLE 14. To see what sum the Town will vote to raise from the tax levy, or by borrowing, or transfer from available funds, or otherwise, and appropriate to the Board of Assessors for the purpose of publishing for general circulation, its January 1, 1986 valuation lists for real estate, in compliance with Article XIII, Section 4 of the Town By-Laws, or take any other action with respect thereto.

Board of Assessors

ARTICLE 15. To see if the Town will vote to accept the provisions of General Laws, Chapter 40, Section 39K, as amended by Chapter 306 of the Acts of 1986 and authorize the Town to establish a separate account classified as an "Enterprise Fund" for the operation of the Town's Water Utility Service, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 16. To see if the Town will vote to accept the provisions of General Laws, Chapter 40, Section 39K, as amended by Chapter 306 of the Acts of 1986 and authorize the Town to establish a separate account classified as an "Enterprise Fund" for the operation of the Town's Sewer Utility Service, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 17. To see what sums the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purpose of replacing the roof at the Alice M. Barrows Elementary School, 16 Edgemont Avenue,

Reading, Massachusetts and a partial roof replacement at the Reading Memorial High School, 62 Oakland Road, Reading, Massachusetts; such appropriation to include all engineering fees and preparation costs required to complete the purpose of this article. All monies to be expended under the direction of the Reading School Committee, or take any other action with respect thereto.

Reading School Committee

ARTICLE 18. To see what sums the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purpose of remodeling certain areas of the Reading Memorial High School, 62 Oakland Road, Reading, Massachusetts; such appropriation to include all engineering fees and preparation costs required to complete the purpose of this article. All monies to be expended under the direction of the Reading School Committee, or take any other action with respect thereto.

Reading School Committee

ARTICLE 19. To determine how much money the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the operation of the Town and its government, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 20. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purposes of performing studies relating to the need for, and feasibility of, remodeling, reconstructing or making extraordinary repairs to the firehouse located on Pleasant Street, or for the purpose of adding an addition to said firehouse at such location, or for the purpose of constructing a new firehouse at said, or a different location, including preliminary plans therefor, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 21. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purposes of remodeling, reconstructing, or making extraordinary repairs to the Town Hall and/or the Town Hall Annex (old Library Building), including the construction of any additions or connectors to such buildings and for the cost of originally equipping and furnishing said Town Hall, Town Hall Annex and additions or connectors thereto, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 22. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purchase, or lease, or lease with an option to purchase, of a telephone system for the police, school and other departments of the Town, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 23. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purposes of maintenance and repair of the Grant Memorial Swimming Pool, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 24. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or transfer from appropriations made under Articles 8 and 9 of the June 19 and 23, 1986 Special Town Meetings, or otherwise, and add to the sums previously appropriated under said Articles 8 and 9 and appropriate for the purpose of designing and constructing a new Department of Public Works garage and related facility on land off Ash Street, acquired by the Town of Reading from the Trustees of TASC Realty Trust and from the Trustee of Reading Properties Trust, including site preparation, construction, originally equipping and furnishing said garage and related facilities and for planning, design, layout and construction and maintenance of a public way and railroad grade crossing across said land, in compliance with Massachusetts General Laws, Chapter 160, the requirements of the County Commissioners of Middlesex County and the Department of

Public Utilities of the Commonwealth of Massachusetts, including the cost of acquisition of an easement from the Massachusetts Bay Transportation Authority and/or the Boston & Maine Railroad, to cross the railroad tracks of said Massachusetts Bay Transportation Authority and/or Boston & Maine Railroad and for the cost of all site preparation and design and construction of said public way and railroad grade crossing and easement and all other costs incidental thereto, including architectural, engineering and construction fees and services, inspection fees, relocation costs, contingencies and costs of financing in connection therewith and to authorize the Board of Selectmen to enter into any and all contracts, agreements and grant applications necessary therefor and incidental thereto, including without limitation, contracts for architectural, engineering and construction services and applications for a grant, or grants, to be used to defray all or any part of the cost of the said Department of Public Works garage, related facilities and public way and access thereto and to do all other acts and things necessary and proper for carrying out the purposes of this vote and that all actions taken under this vote shall not be construed as negating any actions taken pursuant to the votes taken under Articles 8 and 9 of the June 19 and 23, 1986 Special Town Meetings, but rather a consolidation and amendment of said votes and that all actions taken pursuant to said votes are hereby confirmed and ratified in all respects, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 25. To see if the Town will vote to authorize the Board of Selectmen to sell, or exchange, or dispose of, upon such terms and conditions as they may determine, various items of Town equipment, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 26. To see if the Town will vote to accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Criterion Road, under the provision of law authorizing the assessment of betterments, such highways being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift, or otherwise, and to assess betterments therefor and to see if the Town will vote to accept the public way laid out by the Department of Public Works as Criterion Road and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for acquisition of said land, or easement therein, or payment of any eminent domain damages and for the construction of said way, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 27. To see if the Town will vote to accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Clover Circle, under the provision of law authorizing the assessment of betterments, such highways being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift or otherwise, and to assess betterments therefor and to see if the Town will vote to accept the public way laid out by the Department of Public Works as Clover Circle and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for acquisition of said land, or easement therein, or payment of any eminent domain damages and for the construction of said way, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 28. To see if the Town will vote to accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Buckskin Drive, under the provision of law authorizing the assessment of betterments, such highways being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the

General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift or otherwise, and to assess betterments therefor and to see if the Town will vote to accept the public way laid out by the Department of Public Works as Buckskin Drive and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for acquisition of said land, or easement therein, or payment of any eminent domain damages and for the construction of said way, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 29. To see if the Town will vote to accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Eastway and Eastway Extension, under the provision of law authorizing the assessment of betterments, such highways being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift or otherwise, and to assess betterments therefor and to see if the Town will vote to accept the public way laid out by the Department of Public Works as Eastway and Eastway Extension and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for acquisition of said land, or easement therein, or payment of any eminent domain damages and for the construction of said way, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 30. To see what action the Town will take regarding the installation of additional street lights on the public streets during the Fiscal Year 1988, or what it will do in relation thereto.

Municipal Light Board

ARTICLE 31. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate into the Stabilization Fund as authorized under G. L. Chapter 40, Section 5B, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 32. To see whether the Town will vote to accept a \$1000 bequest from the estate of Helen Symonds to the Reading Public Library. Said bequest is an unrestricted gift.

Town Treasurer

ARTICLE 33. To see if the Town will vote to accept a gift of real estate located on Main Street and shown as Lot 37 on Board of Assessors Plat 225, from Francis R. Richards, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 34. To see if the Town will vote to accept a gift of real estate located on Main Street and shown as Lot 36 on Board of Assessors Plat 225, from Raymond E. and Carmen Bahr, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 35. To see if the Town will vote to approve a new housing project for elderly and handicapped persons, pursuant to the provisions of G. L. Chapter 121B, Section 38 et seq. and acts in amendment thereof and in addition thereto, to be known as State Aided Housing Project 667-3, or take any action relative thereto.

Reading Housing Authority

ARTICLE 36. To see if the Town will vote to amend Paragraph 6.1.2.2. of the Zoning By-Laws of the Town relating to the size of parking spaces by adding thereto the following:

"Notwithstanding the foregoing, in a Business C or Industrial District, each off-street parking space required to be provided for corporate office or research and development use shall be not less than eight and one-half (8 ½) feet in width and eighteen (18) feet in length, exclusive of drives and maneuvering space;"

so that Paragraph 6.1.2.2. will read as follows, or take any other action with respect thereto:

"6.1.2.2. Each required off-street parking space shall be not less than nine (9) feet in width and twenty (20) feet in length, exclusive of drives and maneuvering space. Each off-street loading and unloading space shall be not less than twelve (12) feet wide and thirty-five (35) feet long. Notwithstanding the foregoing, in a Business C or Industrial District, each off-street parking space required to be provided for corporate office or research and development use shall be not less than eight and one-half (8 ½) feet in width and eighteen (18) feet in length, exclusive of drives and maneuvering space."

Board of Selectmen

ARTICLE 37. To see if the Town will vote to amend the table following Paragraph 6.1.1.3. of the Zoning By-Laws of the Town by inserting at the end thereof the following under the columns respectively headed:

Principal Use	Minimum Number of Off-Street Parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required
"Corporate Office and Research and Development Facility	Three spaces for each (1000) square feet of floor area or fraction thereof	One space for each one hundred thousand (100,000) square feet of floor area or fraction thereof"

or take any other action with respect thereto.

Board of Selectmen

ARTICLE 38. To restrict smoking in public places meaning an enclosed, indoor area when open to and used by the general public, but limited to the following facilities: public elevators, retail food outlets, museums, libraries and all public buildings, nursing homes, single vehicle mass or public transit conveyances, transit conveyances, an entire room or hall in a public building when used for a public meeting. An entire room or hall used for a private social function in which the sponsor of the private function and not the owner or proprietor has control over the seating arrangements, shall not be construed as a public place.

Public Buildings

Any building or enclosed indoor area owned or maintained by the Town of Reading which is used by the general public, including offices, education facilities and meeting rooms, but excluding private, enclosed offices.

Prohibition

No person shall smoke in any public place except that smoking shall be permitted in specifically designated smoking areas as hereinafter provided.

Museums, libraries, nursing homes.

Museums, libraries, and nursing homes may designate smoking areas provided that comparable non-smoking facilities are available and so situated as to effectively eliminate the presence of smoking by-products in non-smoking areas.

Smoking

Means the possession of a lighted tobacco product including a cigarette, cigar, pipe or any other lighted smoking equipment.

Enforcement

(a) The proprietor(s) or other person(s) in charge of a public place shall make reasonable efforts to prevent smoking in non-smoking areas by:

- (1) Posting appropriate signs;
- (2) Any other means which may be appropriate and reasonable or determined to be necessary by the Board of Health after a hearing at which the proprietor(s) or other person(s) in charge of a public place shall have an opportunity to be heard.

Penalties

(a) Any person who smokes in a non-smoking area shall be subject to a fine of not less than \$25.00 dollars (\$), nor more than \$100.00 dollars (\$) for each offense.

(b) Any proprietor(s) or other person(s) in charge of a public place who fail(s) to comply with these regulations shall be subject to:

- (1) A fine of up to Two Hundred Dollars (\$200.00) for each day of non-compliance; and
- (2) Suspension of any license issued by the Board of Health for that public place for a period of up to two days for each day of non-compliance.

By Petition


And you are directed to serve this Warrant by posting an attested copy thereof in at least three (3) public places in each precinct of the Town not less than fourteen (14) days prior to March 23rd, 1987, the date set for the meeting in said Warrant, and to publish this Warrant in a newspaper published in the Town, or by mailing an attested copy of said Warrant to each Town Meeting Member at least fourteen (14) days prior to the time of holding said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this 17th day of February, 1987.

Paul E. Landers
Mary S. Ziegler
John H. Russell
Eugene R. Nigro
Russell T. Graham
SELECTMEN OF READING

A true copy. Attest:


Lawrence Drew
Town Clerk

ANNUAL TOWN ELECTION

March 23, 1987

Pursuant to the Warrant and the Constable's Return thereon, a Town Election was held at the time and places specified in the Warrant and was called to order by the Wardens in the precincts as follows:

Precinct 1	J. Warren Killam School	Mary S. Ziegler
Precinct 2	J. Warren Killam School	Eleanor M. Brown
Precinct 3	Joshua Eaton School	Francis X. Day
Precinct 4	Joshua Eaton School	John F. Cronin
Precinct 5	Alice M. Barrows School	Jane A. Ames
Precinct 6	Alice M. Barrows School	Louis R. Gardner
Precinct 7	Birch Meadow School	Henry A. Murphy, Jr.
Precinct 8	Birch Meadow School	Maureen T. O'Brien

who then partially read the Warrant, when on motion of Elizabeth C. Cronin, George J. Robinson, Maria E. Silvaggi, Chester C. Putney, Joseph E. Callahan, Stephen G. Viegas, Carol S. Beckwith and Kenneth C. Latham, in precincts 1, 2, 3, 4, 5, 6, 7 and 8 respectively, it was voted to dispense with the further reading of the Warrant, except the Officer's Return which was then read by the respective Wardens.

The ballot boxes were examined by the Wardens in charge and each found to be empty and all registered 000.

The polls were then declared open at 7:00 A.M. and were closed at 8:00 P.M. with the following results:

	<u>Prec 1</u>	<u>Prec 2</u>	<u>Prec 3</u>	<u>Prec 4</u>	<u>Prec 5</u>	<u>Prec 6</u>	<u>Prec 7</u>	<u>Prec 8</u>	<u>Total</u>
MODERATOR for One Year - Vote for One									
DOUGLASS L. BARKER	118	97	76	89	41	110	110	170	811
PAUL C. DUSTIN	123	87	83	209	120	145	167	95	1029*
BLANKS	21	22	10	23	11	19	26	41	173
TOTAL	<u>262</u>	<u>206</u>	<u>169</u>	<u>321</u>	<u>172</u>	<u>274</u>	<u>303</u>	<u>306</u>	<u>2013</u>
BOARD OF SELECTMEN for Three Years - Vote for Not More Than Two									
JOHN H. RUSSELL	197	148	121	234	127	209	222	221	1479*
MARY S. ZIEGLER	202	137	124	257	136	201	223	200	1480*
BLANKS	125	127	93	151	81	138	161	191	1067
TOTAL	<u>524</u>	<u>412</u>	<u>338</u>	<u>642</u>	<u>344</u>	<u>548</u>	<u>606</u>	<u>612</u>	<u>4026</u>
BOARD OF ASSESSORS for Three Years - Vote for One									
ROBERT I. NORDSTRAND	216	154	132	260	133	215	239	230	1579*
BLANKS	46	52	37	61	39	59	64	76	434
TOTAL	<u>262</u>	<u>206</u>	<u>169</u>	<u>321</u>	<u>172</u>	<u>274</u>	<u>303</u>	<u>306</u>	<u>2013</u>
SCHOOL COMMITTEE for Three Years - Vote for Not More Than Two									
CLIFFORD D. ALLEN	155	123	93	195	106	169	179	131	1150*
BARBARA B. PHILBRICK	176	113	93	193	108	174	192	139	1187*
KENDRA J. G. COOPER	127	88	92	157	76	126	159	216	1043
BLANKS	66	88	60	97	54	79	76	126	646
TOTAL	<u>524</u>	<u>412</u>	<u>338</u>	<u>642</u>	<u>344</u>	<u>548</u>	<u>606</u>	<u>612</u>	<u>4026</u>
BOARD OF LIBRARY TRUSTEES for Three Years - Vote for Not More Than Two									
ELIA A. DANGELMAIER	204	149	122	266	138	221	241	231	1572*
ROBERT J. FIELDS	199	132	120	239	129	206	228	210	1463*
BLANKS	121	131	96	137	77	121	137	171	991
TOTAL	<u>524</u>	<u>412</u>	<u>338</u>	<u>642</u>	<u>344</u>	<u>548</u>	<u>606</u>	<u>612</u>	<u>4026</u>
MUNICIPAL LIGHT BOARD for Three Years - Vote for One									
JOHN H. CROOKER	116	92	69	147	75	116	118	123	855
FRANCIS P. GORGONE	129	89	87	144	87	131	160	151	978*
BLANKS	17	25	13	30	10	27	25	32	180
TOTAL	<u>262</u>	<u>206</u>	<u>169</u>	<u>321</u>	<u>172</u>	<u>274</u>	<u>303</u>	<u>306</u>	<u>2013</u>

* Elected

Prec 1 Prec 2 Prec 3 Prec 4 Prec 5 Prec 6 Prec 7 Prec 8 Total

MUNICIPAL LIGHT BOARD for Two Years - Vote for One

PHILIP B. PACINO	202	155	133	258	141	221	235	221	1566
BLANKS	60	51	36	63	31	53	68	85	447
TOTAL	262	206	169	321	172	274	303	306	2013

MUNICIPAL LIGHT BOARD for One Year - Vote for One

BARRY E. HAMPSON	142	117	101	172	85	134	136	190	1076
WILLIAM J. HUGHES, JR.	97	69	56	117	76	119	147	77	758
BLANKS	23	20	12	32	11	21	20	39	179
TOTAL	262	206	169	321	172	274	303	306	2013

QUESTION

YES	219	141	122	268	130	217	230	242	1568
NO	16	26	20	23	12	19	22	18	156
BLANKS	27	39	27	30	30	38	51	46	289
TOTAL	262	206	169	321	172	274	303	306	2013

PRECINCT 1

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

FRANK H. BAGGS, JR.	180***
RAYMOND L. BETTS	161**
JAMES R. BOUCHER	188***
HERBERT W. CONVERSE	168**
CARL E. D'ANGIO, JR.	158**
BARBARA I. DOUCETTE	4*
DEAN R. ESTABROOK	151*
JOHN L. FALLON, JR.	181***
LINDA L. GOODEMOTE	158*
JOHN A. JAREMA	153*
RAYMOND A. KONISKY	152*
EARLE C. LIVINGSTONE	165**
CURT E. NITZSCHE	184***
SALLY C. NITZSCHE	185***
SHARON K. OFENSTEIN	168**
LEONARD S. PIENIA, III	167**
TIMOTHY B. PRESSEY	171**
MAURICE C. PROCTOR, JR.	185***
ALONSO E. RHENALS	7*
THOMAS J. RYAN	176***
MARY K. SHIPP	176***
JOHN P. SULLIVAN, JR.	16*
ROBERT G. THOMPSON	159**
MATTHEW CUMMINGS	2
W. THOMAS OFENSTEIN	2
JAMES B. PERRY	2
BLANKS	2869
TOTAL	6288

PRECINCT 2

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

HENRY F. ADAMS	119***
VIRGINIA M. ADAMS	123***
FRANCIS P. BURKE	10*
GAIL A. FALLER	21*
VICTOR H. CAJL	123***
JUDITH A. CONNORS	116**
WAYNE S. DAVIS	4*
JOHN W. FARIA	130***
ALAN E. FOULDS	110**
CYNTHIA R. FOULDS	113**

- * Elected for one year.
- ** Elected for two years.
- *** Elected for a three years.

PRECINCT 2

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

PHILIP D. LeBLANC	117**
JOHN E. PARSONS, III	105**
ELLEN REDFERN	118**
MAUREEN RICH	5*
PENNY J. RICHARDS	121***
ANTHONY L. RICKLEY	120***
ALFRED RODERICK	106**
ANTHONY V. SARCONI	116**
RAYMOND TAHMOSH	4*
GAIL F. WOOD	132***
JOHN D. WOOD	124***
JANET A. ALLEN	2
WILLIAM R. FALLER	2
CARLTON D. HOYT	2
NEIL F. CADIGAN	2
SANDRA L. CADIGAN	2
JUDITH C. LeBLANC	2
PAUL V. D'ALESSANDRO	2
FLORENCE J. RICHARDS	2
BLANKS	2991
TOTAL	<u>4944</u>

PRECINCT 3

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

WILLIAM J. BARTOSCH, JR.	109***
VICTOR R. CARLSON	95**
ROBERTA C. D'ANTONA	95**
CHARLOTTE L. DEMPSTER	96**
RICHARD S. DEMPSTER	93**
NEL H. DOLAN	95**
AGNES H. DONOVAN	98***
GERALD A. FIORE	103***
JANE M. FIORE	98***
ANN D. HALE	93**
CAROL S. LYONS	98***
DONALD NEARY	103***
BENJAMIN E. NICHOLS	117***
MICHAEL A. PACILLO	102***
WILLIAM A. PACUNAS	1*
RICHARD C. RUDOLPH	1*
ARDITH A. WIEWORKA	17**
JESSE L. YODER	89**
BLANKS	2553
TOTAL	<u>4056</u>

PRECINCT 4

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

CARL H. AMON, JR.	206***
WILLARD J. BURDITT	178*
ALFRED T. DOUGHTY, JR.	195**
NANCY M. GRAHAM	196**
RUSSELL T. GRAHAM	206***
RANDOLPH R. HARRISON, JR.	165*
GLEN M. HARTZLER	149*
CHARLES W. HEWITT	188**
PAUL E. LANDERS	201***
EDWARD F. MURPHY, JR.	159*
EUGENE R. NIGRO	216***
NILS L. NORDBERG	221***
PHILIP B. PACINO	199***
JOHN W. PRICE	198***
CHESTER C. PUTNEY	187**
EDWARD G. SMETHURST	166*

* Elected for one year.
 ** Elected for two years.
 *** Elected for three years.

PRECINCT 4

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

EDWARD J. TAYLOR, JR.	181**
GEORGE A. THEOPHANIS	188**
MARY R. VINCENT	182**
RONALD A. WINSLOW	192**
MARY ANN WRIGHT	163*
IRENE M. YORK	169*
LESLIE H. YORK	170*
MARY S. ZIEGLER	228***
BLANKS	3201
TOTAL	7704

PRECINCT 5

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

CAROL S. BECKWITH	126***
PAUL F. CASELLE	108**
PAUL F. CLEARY	4*
PAUL C. DUSTIN	3*
ROBERT L. FULLER	111***
ROBERT P. GRIFFIN	109**
LAURENCE F. HAYES, JR.	108**
ELEANOR K. HIGGOTT	111***
HENRY A. HIGGOTT	104**
LAWRENCE E. MABIUS	102*
NANCY S. MacLEOD	4*
WAYNE A. MacLEOD	4*
THOMAS S. MANIKOWSKI	106**
FREDERIC S. MEEHAN	4*
JAMES L. O'LEARY	107**
DOMENIC A. PATALANO	109**
BARBARA B. PHILBRICK	115***
ROBERT G. POTHIER	107**
GEORGE R. RAINVILLE	112***
GEORGE J. SHANNON	120***
MARY A. STROMAN	111***
RICHARD L. SULLIVAN	23*
ROBERTA M. SULLIVAN	21*
STEPHEN G. TUCKER	121***
BLANKS	2286
TOTAL	4128

PRECINCT 6

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

ALLAN E. AMES	168***
RALPH W. BARCROFT	17*
CYRIL F. BORDEAU	7*
JAMES N. BOYD, III	9*
MARTHA W. CHAPPELL	154**
JOAN M. COCO	156**
RICHARD H. COCO	153**
FRANCIS J. COLEMAN	4*
JAMES J. FANDEL	164***
PATRICIA L. KEANE	168***
GRETCHEN P. LATOWSKY	169***
ROBERT R. LYNCH	146*
BRIAN J. McMENAMIN	157**
BARRY J. MITCHEL	164**
JUDITH A. MITCHEL	161**
ROBERT E. OWEN	4*
JOSEPH J. RICHARD	150**
BEATRICE H. ROSE	147*

- * Elected for one year.
- ** Elected for two years.
- *** Elected for three years.

PRECINCT 6

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

PETER A. SHIELDS	156**
IRVING L. STACKPOLE	171***
ROBERT J. TULIKANGAS	167***
JAMES R. VALENTINE	166***
PHILIP R. WHITE, JR.	179***
ALEXANDER J. COULTER	3
GEORGE T. THOMPSON	3
ROSE M. THOMPSON	3
BLANKS	3630
TOTAL	6576

PRECINCT 7

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

JOHN E. CARPENTER	200***
ROBERT P. CONNOR	18**
MAUREEN CULLEN	199***
LAWRENCE A. DURKIN	200***
DANIEL A. ENSMINGER	199***
PAUL W. FERGUSON	136**
MARTIN J. FOODMAN	194***
KEVIN M. FULGONI	178**
GEORGE V. HINES	205***
WILLIAM J. HUGHES, JR.	189**
STUART S. LeCLAIRE	198***
JOHN F. MacDONNELL	179**
FREDERICK J. NEMERGUT	5*
CAROL A. O'DONOGHUE	13*
GLEN P. OLSZEWSKI	188**
KENNETH A. SANDERS	185**
MICHAEL F. SLEZAK	14*
C. DEWEY SMITH	211***
THOMAS J. STOHLMAN	193**
THOMAS J. TAMBURRINO	16*
JAMES K. TAYLOR	4*
SUMNER H. WESTON	4*
BRENT A. WILKES	13*
LYDIA M. BRADY	2
MAUREEN T. O'BRIEN	2
BLANKS	4368
TOTAL	7272

PRECINCT 8

TOWN MEETING MEMBERS - Vote for Not More Than Twenty-Four

DONALD C. ALLEN	164**
DOUGLASS L. BARKER	181***
ROBERT A. BROWN	144*
WILLIAM C. BROWN	147**
KENDRA J. G. COOPER	203***
GREGORY C. GALVIN	142*
FRANCIS P. GORGONE	160**
BARRY E. HAMPSON	176***
DEANE B. HASKELL	140*
JANET M. HASKELL	8*
RICHARD D. HOWARD	141*
GLORIA R. HULSE	145*
ELIZABETH W. KLEPEIS	194***
JEAN M. MacKILLIGAN	160**
ROBERT I. NORDSTRAND	176***
RONALD V. O'CONNELL	164**
GEORGE B. PERRY, II	165**
JOHN R. RIVERS	137*

* Elected for one year.
 ** Elected for two years.
 *** Elected for three years.

PRECINCT 8

JOHN H. RUSSELL	166***
MARGARET W. RUSSELL	161**
JOHN M. SILVAGGI	172***
MARIA E. SILVAGGI	173***
FREDERICK VanMAGNESS	136*
NATHAN C. WHITE	164**
BLANK	3603
TOTAL	<u>7344</u>

* Elected for one year.
** Elected for two years.
*** Elected for three years.

The polls were closed at 8:00 P. M. with the following result:


Whole number of votes cast 2013.

The votes were declared in open Town Meeting by the Town Clerk, the ballots were locked in ballot cases by the Town Clerk and secured in the vault .

On motion of the Town Clerk it was voted that this meeting stand adjourned until 7:30 P. M. on April 13th, 1987, to meet at the Reading Memorial High School.

Meeting adjourned at 10:30 P. M.

A true copy. Attest:


Lawrence Drew
Town Clerk

SPECIAL TOWN MEETING
(Seal)
COMMONWEALTH OF MASSACHUSETTS

April 23, 1987

Middlesex, ss.

To either of the constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Reading qualified to vote in elections and Town affairs to meet at the Reading Memorial High School, 62 Oakland Road in said Reading, on Thursday, April 23, 1987, at seven-thirty o'clock in the evening to act on the following articles:

ARTICLE 1. To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer, Collector of Taxes, Board of Assessors, Department of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning and Development Commission, Town Manager and any other Boards or Special Committees.

Board of Selectmen

ARTICLE 2. To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees.

Board of Selectmen

ARTICLE 3. To see if the Town will vote to authorize the Board of Selectmen to acquire all or any part of the land with the buildings thereon currently believed to be owned by David J. Russell and Constance M. Russell, and shown on Town of Reading Board of Assessors' Plat 65, as Lot 8, January 1, 1977, in fee or rights of easement therein by eminent domain under the provisions of Chapter 79 of the General Laws of the Commonwealth of Massachusetts, or to acquire said land or any parts thereof in fee or rights of easement therein by gift, purchase, or otherwise and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise and appropriate to the Board of Selectmen to pay for appraisals of said properties and to pay for the acquisition of said lands or rights of easement therein, or to be used for payment of said land damages or other costs and expenses of such acquisitions and to authorize the Board of Selectmen to enter into agreements with private parties, or state and federal agencies for financial and other assistance in connection with such acquisitions and to do all other acts and things necessary and proper for carrying out the provisions of this vote, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 4. To see if the Town will vote to amend the Capital Improvements Plan as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 5. To see what sum the Town will transfer or appropriate to Treasurer's Expense from available funds, or otherwise, for professional services in connection with the issuance of \$1,975,000 General Obligation Bonds, or take any other action with respect thereto.

Town Treasurer

ARTICLE 6. To see what sum the Town will transfer or appropriate from available funds, or otherwise, to Group Health Insurance in order to fund the March 1st Health Insurance increases, or take any other action with respect thereto.

Town Treasurer

ARTICLE 7. To see if the Town will vote to transfer the care, custody, management and control of the following described land, or portions thereof, which constitutes a portion of what is commonly known as Plat 136, Lot 4, from the School Committee, which land had previously been a portion of the Birch Meadow School site, to the Board of Selectmen for any other municipal purpose including the possible sale or lease thereof, or take any other action with respect thereto:

YMCA (Strip Along Arthur B. Lord Drive)

Beginning at a point on the Southwesterly sideline of Arthur B. Lord Drive;
Thence N 20-14-20 W a distance of 332.74 feet to a point;
Thence by a curve line to the left having a radius of 285' a distance of 50.21 feet to a point;
Thence by N 73-40-40 E a distance of 9.55 feet to a point;
Thence S 20-24-10E a distance of 31.48 feet to a point;
Thence S 20-14-20 E a distance of 350.62 feet to a point;
Thence S 70-26-20 W a distance of 5.21' feet to a point; said point being the point of beginning of this description;
Intending to describe a parcel of land containing 2061 square feet, more or less, now or formerly owned by the Town of Reading.

Board of Selectmen

ARTICLE 8. To see if the Town will vote to authorize the recision of an easement or license to the YMCA over property of the Town for access to the public way in Birch Meadow from Plat 138, Lot 2, as authorized by Town Meeting vote under Article 93 of the 1972 Annual Town Meeting and approved on April 3, 1972, or take any action with regard thereto.

Board of Selectmen

ARTICLE 9. To see if the Town will vote to authorize the Board of Selectmen of the Town of Reading to convey or lease all or any part of the following described property with the buildings thereon, presently commonly known as a portion of Plat 136, Lot 4, to one or more purchaser(s) as may be specified by the Town Meeting and to see what minimum amount(s) shall be paid for the conveyance of all or any part of said property and to authorize the Board of Selectmen to convey all or any part of said property for such amount(s), or larger amount(s) and upon such other terms and conditions as the Board of Selectmen shall consider proper and to deliver a deed or deeds therefor to said purchases and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise and appropriate to the Board of Selectmen to carry out the purposes of this vote, or take any other action with respect thereto:

YMCA (Strip Along Arthur B. Lord Drive)

Beginning at a point on the Southwesterly sideline of Arthur B. Lord Drive;
Thence N 20-14-20 W a distance of 332.74 feet to a point;
Thence by a curve line to the left having a radius of 285' a distance of 50.21 feet to a point;
Thence by N 73-40-40 E a distance of 9.55 feet to a point;
Thence S 20-24-10 E a distance of 31.48 feet to a point;
Thence S 20-14-20 E a distance of 350.62 feet to a point;
Thence S 70-26-20 W a distance of 5.21' feet to a point; said point being the point of beginning of this description;
Intending to describe a parcel of land containing 2061 square feet, more or less, now or formerly owned by the Town of Reading.

Board of Selectmen

ARTICLE 10. To see if the Town will rescind previous actions of the 1982 ATM on April 12, 1982, Article 17, which accepted by the Town as a gift for use as park land a parcel of land owned by Roger Reed and shown on the Assessors' plan as Plat 66, Lot 52, consisting of approximately 6,594 square feet with 50.10 feet of frontage on Pleasant Street, or take any action with respect thereto.

Board of Selectmen

ARTICLE 11. To see if the Town will vote to amend the By-Laws of the Town by adopting the following as a By-Law:

To restrict smoking in public places meaning an enclosed, indoor area when open to and used by the general public, but limited to the following facilities: public elevators, retail food outlets, museums, libraries and all public buildings, nursing homes, single vehicle mass or public transit conveyances, transit conveyances, an entire room or hall in a public building when used for a public meeting. An entire room or hall used for a private social function in which the sponsor of the private function and not the owner or proprietor has control over the seating arrangements, shall not be construed as a public place.

Public Buildings

Any building or enclosed indoor area owned or maintained by the Town of Reading which is used by the general public, including offices, education facilities and meeting rooms, but excluding private, enclosed offices.

Prohibition

No person shall smoke in any public place except that smoking shall be permitted in specifically designated smoking areas as hereinafter provided.

Museums, libraries, nursing homes.

Museums, libraries and nursing homes may designate smoking areas provided that comparable non-smoking facilities are available and so situated as to effectively eliminate the presence of smoking by-products in non-smoking areas.

Smoking

Means the possession of a lighted tobacco product including a cigarette, cigar, pipe or any other lighted smoking equipment.

Enforcement

(a) The proprietor(s) or other person(s) in charge of a public place shall make reasonable efforts to prevent smoking in non-smoking areas by:

- (1) Posting appropriate signs;
- (2) Any other means which may be appropriate and reasonable or determined to be necessary by the Board of Health after a hearing at which the proprietor(s) or other person(s) in charge of a public place shall have an opportunity to be heard.

Penalties

(a) Any person who smokes in a non-smoking area shall be subject to a fine of not less than \$25.00 dollars (\$), nor more than \$100.00 dollars (\$) for each offense.

(b) Any proprietor(s) or other person(s) in charge of a public place who fail(s) to comply with these regulations shall be subject to:

- (1) A fine of up to Two Hundred Dollars (\$200.00) for each day of non-compliance; and
- (2) Suspension of any license issued by the Board of Health for that public place for a period of up to two days for each day of non-compliance, or take any action with respect thereto.

By Petitioner

And you are directed to serve this Warrant by posting an attested copy thereof in at least three (3) public places in each precinct of the Town not less than fourteen (14) days prior to April 23, 1987, the date set for the meeting in said Warrant and to publish this

Warrant in a newspaper published in the Town or, by mailing an attested copy of said Warrant to each Town Meeting Member at least fourteen (14) days prior to the time of holding said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this 6th day of April, 1987.

John H. Russell
Eugene R. Nigro
Russell T. Graham
Paul E. Landers
Mary S. Ziegler
SELECTMEN OF READING

ADJOURNED ANNUAL TOWN MEETING

FIRST BUSINESS SESSION

W.S. Parker Middle School

April 13, 1987

The meeting was called to order by the Moderator, Paul C. Dustin at 7:45 P.M., there being a quorum present.

The invocation was given by the Rev. Dr. Dayl Hufford of the First Congregational Church, followed by the Pledge of Allegiance to the Flag and the Town Meeting Members Pledge.

The warrant was partially read by the Town Clerk, Doris M. Fantasia, when on motion of John H. Russell, it was voted to dispense with further reading of the warrant, except for the officer's return, which was then read by the Town Clerk.

On a point of personal privilege, Paul E. Landers presented the following Resolution for Lawrence Drew. The Resolution was adopted by a unanimous vote of the Town Meeting body.

RESOLUTION

Honoring

LAWRENCE DREW

Be it Resolved By This Annual Town Meeting, April 13, 1987, that:

- | | |
|----------------|---|
| WHEREAS, | Lawrence Drew has well and faithfully served the Town of Reading for more than thirty-three years, first as a member of the Board of Selectmen and as its Chairman for 5 years; then as a member of the Finance Committee and as its Chairman for 5 years; and finally as Town Clerk since March 1970, and |
| WHEREAS, | Lawrence Drew has served these 33 years with competence and skill, earning the respect and thanks of all Towns people and municipal officials in Reading and throughout the Commonwealth; and |
| WHEREAS, | Lawrence Drew bearing the responsibility of numerous obligations, administered his office with great awareness of humanitarian concerns for our beloved community while guiding his office in developing a standard of excellence unmatched in the annals of the office in quality of service, and |
| WHEREAS, | Lawrence Drew, with his wealth of knowledge about our Town and its government provided excellent counsel and background to Town Meeting, various Town Boards and Committees, and to staff; |
| NOW THEREFORE, | WE, the Board of Selectmen of the Town of Reading, ask Town Meeting Members to join us in saluting Lawrence Drew for his dedicated stewardship on the occasion of his retirement from service, to wish him health and success in the years ahead carrying with him the thanks and appreciation of this Community. We further move that a copy of this resolution be spread upon the record of this meeting and that a copy of it, suitably embossed with the Town Seal be presented to him. |

On a point of personal privilege, Clifford Allen presented the following resolution for Robert S. Wells, Ed.D. The Resolution was adopted by a unanimous vote of the Town Meeting body.

RESOLUTION

Honoring

ROBERT S. WELLS, ED.D
Superintendent of Schools

Be It Resolved By This Annual Town Meeting, April 13, 1987, that:

- WHEREAS, Robert S. Wells has well and faithfully served the Town of Reading for the past twenty-two years; and
- WHEREAS, Robert S. Wells has served on many townwide committees, and has recently retired after many years as an elected Town Meeting Member; and
- WHEREAS, Robert S. Wells has honorably and successfully borne the responsibility and obligations of administering to the Reading Public Schools from 1965 to 1987, always with a deep concern for the youth of Reading, while implementing a myriad of State, Federal, and local programs;
- NOW THEREFORE, WE, the School Committee of the Town of Reading, ask Town Meeting Members to join us in saluting Robert S. Wells for his very dedicated stewardship, and on the occasion of his retirement from service, to wish him much success in the years ahead, carrying with him the thanks and appreciation of this community. We further move a copy of this Resolution be spread upon the records of this Meeting, and that a copy of it, suitably embossed with the Town Seal be presented to him.

On a point of personal privilege John Fallon presented the following Resolution for John B. Pacino. The Resolution was adopted by a unanimous vote of the Town Meeting body.

RESOLUTION

Honoring

JOHN B. PACINO

- WHEREAS, John B. Pacino has served the Town of Reading as Superintendent of Recreation, Town Meeting Member, Representative to the Northeast Vocational School Board, and in numerous other capacities; and
- WHEREAS, John B. Pacino has given generously and unselfishly of his time and efforts to the Town of Reading not only in Town Government but in a number of other community activities; and
- WHEREAS, John B. Pacino's faithful, patient, and gentlemanly service to the Town of Reading has been invaluable;
- THEREFORE, Let it be Resolved that the elected officials, Town Meeting Members, and citizens of Reading acting through this Town Meeting held April 13, 1987, do hereby record their deep gratitude and appreciation of the dedicated services rendered by John B. Pacino and do further record their recognition of the great benefits to the Town which have resulted from his years of service; and

BE IT FURTHER RESOLVED that this resolution be spread upon the records and a copy, signed by the Moderator, Town Clerk, and the Recreation Committee, be delivered to John B. Pacino.

ARTICLE 2. The following report of the By-Law Committee, presented by Edward F. Murphy, was accepted as a Report of Progress.

BY-LAW COMMITTEE

REPORT OF PROGRESS

Mr. Moderator:

The By-Law Committee, in accordance with Section 8-9 of the Reading Home Rule Charter, is in the process of revising and restructuring the By-Laws in the light of the new organization of Reading's government. The complete report will be presented to Fall Town Meeting for its consideration and action.

The Committee has devoted some 19 or 20 meetings to this task since its preliminary discussion last May. It has interviewed such authorities as former Charter Commissioners, the Board of Selectmen, our Town Manager and Town Counsel who provided insight and clarification as to the powers, duties and responsibilities of certain of the Town's new executive and administrative functions. Because of the time-frame required the Committee has not attempted to do a complete recodification of the By-Laws (this will come at a later date) but rather has reviewed and considered each By-Law Article only in the light of the effect mandated by the related sections of the Charter. Certain By-Law Articles (such as that pertaining to the term and responsibilities of the Executive Secretary) were, obviously, deleted entirely; in others, only certain segments were eliminated or revised; other Articles of the By-Laws (such as that dealing with the responsibilities of the Town Clerk) were not touched at all or modified only slightly. In one or two cases the Committee may recommend that a Charter provision be eliminated in favor of the related By-Law Article.

As charged by the Charter, the Committee must, at least four months prior to the Town Meeting at which approval of the proposed revisions is to be requested, publish in a local newspaper a report summarizing its recommendations and noting the times and places where copies of the report shall be available for inspection by the public and the time, date and place not less than two weeks following such publication when a public hearing will be held by the Committee on the preliminary report. Thus, under this timetable, the Committee will publish in early May the date of the public hearing to be held in late May. Complete copies of the recommended revisions will be available for public inspection in July. The Committee will formally present its proposed recommendations to Fall Town Meeting.

Respectfully submitted,

Edward F. Murphy, Chairman
Nils L. Nordberg, Clerk
George A. Theophanis
Philip B. Pacino

ARTICLE 2. The following "State of The Town" report presented by John H. Russell was accepted as a Report of Progress.

STATE OF THE TOWN

1987 Annual Town Meeting

April 13, 1987

As we once again begin our Annual Town Meeting, I would like to share with you, on behalf of the Board of Selectmen, a review of our activities and our view of the state of the Town.

In March of 1986, the citizens of Reading voted to change its form of government through adoption of a home rule charter. The charter, to varying degrees, affected all areas of Town government with the exception of the school department. Making the transition to the new Town Manager form of government was the primary objective of the Board of Selectmen during the last year.

A Town Manager Selection Committee chaired by George Hines was appointed in April and, after three months of dedicated activity, presented three very qualified candidates to the Board of Selectmen in late June. The Board selected Peter I. Hechenbleikner to be Reading's first Town Manager. Pete started work in late September and since then, has

dedicated himself to implementing the new form of government.

A special note of thanks here to Tony Fletcher who served as Acting Executive Secretary for the four months between John Agnew's retirement and Peter's arrival. This was in addition to being Director of Public Works and a member of the executive board of the Massachusetts Water Resources Authority. When Tony went back to his orange trucks in October, he (and, it is rumored, the rest of Town Hall) sighed in relief.

The new Community Planning and Development Commission, which combined the functions of the Planning Board, Board of Survey, and Industrial Development Commission, was established under the chairmanship of Dick Howard. At last Fall's Town Meeting, they were authorized to hire a planner, and a state grant was received to defray part of the cost. The C.P.D.C. will be presenting a progress report later on this evening.

The last six to nine months have been a period of learning for Peter, for the department heads, for the C.P.D.C., and for the Board of Selectmen. This period of learning will continue for some time to come. To aid in this process, the services of a municipal management consultant was obtained through a grant from the Executive Office of Communities and Development. Seminars with the Selectmen, Finance Committee, Town Manager, department heads and other Town employees have been held to define and explain everyone's responsibilities and relationships under the new charter.

As you might expect, problems with the new charter have arisen; none very basic, but all requiring correction through various means. The Law Committee was finally eliminated through a by-law change at last Fall's Town Meeting. The size of the School Committee, Library Trustees, Cemetery Trustees, and Council on Aging was legally established by Special Act of the Legislature, and a streamlining of the hiring and appointment process was passed in the recent town-wide election. More problems may arise in the future as you have heard. The By-Law Committee is working on a package of general by-law changes needed to bring the general by-laws into conformity with the charter. These will be presented to next Fall's Town Meeting.

As with all learning processes, some mistakes have been made, some feelings have been hurt, and probably some injustices inadvertently done. But progress has been made and with continued cooperation, dedication and, above all else, tolerance on the part of Town Meeting, volunteer boards and committees, and town employees, progress will continue.

It has also been a very active year for the Town in the real estate market.

The relocation of the D.P.W. and the sale of the landfill to Homart is proceeding on schedule and within the overall dollar constraints. The land acquisitions on both sides of the tracks have been completed, and the Town now owns both the new D.P.W. site and the access road. Ground preparation of both areas started last Fall. The contract for the facility has been let and work has just started. Official ground-breaking of the site is planned for April 25th, weather permitting. The facility should be ready for occupancy in September of this year. There will be more on this subject later in this Town Meeting associated with Article 24, which redistributes some of the previous appropriations but does not require any new money.

The design of the railroad crossing and the materials for construction have been approved by the M.B.T.A. The one question to be resolved is who builds it—Amtrak or an outside contractor. In any case, construction is scheduled for July and should be completed by early October.

Last week we reached a "handshake" agreement with Homart Development Co. for development of the landfill. Town Counsel and Homart's lawyers are currently hammering out a purchase and sale agreement. The next step is final negotiations with a hotel developer whom Homart has tentatively selected.

Modifications to the Zoning By-Laws will be needed to control this development. The C.P.D.C. and their planner will be working on these changes over the summer, and we plan to call a Special Town Meeting in September for you to consider them.

If only the name of lower John Street was as certain as the development on either side of it! Responding to a petition of all but one of the abutting industries, the Board of Selectmen authorized changing the name of John Street from Lakeview Avenue to the Wakefield line to "Walker's Brook Drive." This did not sit well with a relatively small, but very determined, group of citizens. The State D.P.W. was petitioned to decide the matter. It has now been over six weeks since the State's hearing, and they have not yet rendered a verdict. Whatever the name, if all goes according to plan, we can look forward to occupancy of our new D.P.W. facility and start of the landfill development in the Fall of this

year.

The sale of the Community Center to Rivers Development was not concluded. Rivers withdrew as a result of being reduced from 44 to 40 units by the Zoning Board of Appeals during the Special Permit process. The Selectmen solicited new proposals and, from the eight proposals received, selected the high bidder, Fafard Co., for further negotiations, which will begin soon.

We have had a lot of interest in the ten-acre Bear Hill land which was authorized for sale at last year's Annual Town Meeting. We will solicit proposals as soon as the Community Planning and Development Commission has completed its evaluation of what is the best use of the site.

This past year was relatively quiet from a labor negotiation standpoint. All of our employee bargaining units were in the second year of three-year contracts which extend through fiscal year 1988. Negotiations for follow-on agreements will begin next winter. However, the clerical contract has yearly re-openers for specific items, and a job classification study by an outside consultant is underway to aid these negotiations. The Police Study Committee, established by Town Meeting last April, has completed their study of what is needed to reduce police turnover and to provide appropriate educational benefits to the police force. They will make their report later this evening. Their conclusions and recommendations will be considered during the upcoming negotiations. The Selectmen plan to establish a similar committee to address educational benefits for our firefighters.

We view the financial state of the Town with cautious optimism as we approach the end of fiscal year 1987. The funds that we have received and will receive from the sale of real estate will help fund capital projects in the near term, and the interest from this money plus the taxes from the resultant development will certainly help in the long term. The Finance Committee will present a detailed report on the state of our finances following my remarks.

Finally, I would like to comment on the state of Town Meeting itself. This year almost one-third of you are new members. We have a new Moderator, and we have a new Town Manager. Now is a good time to form some new habits.

Town Meeting is a legislative body, and as such is concerned with setting broad policy, enacting by-laws, and setting the budget. We should not get bogged down in details which should be left to the town boards, town committees, and the Town Manager.

We should all come prepared—both town officials and Town Meeting members. Presentations should be clear, complete, and to the point. Town Meeting members should make brief, clear, and thoughtful statements of their views. We should not limit debate but restrict the debate to the real issue at hand.

And lastly, we should all remember that everyone here is doing his or her best to serve the Town. We should approach the issues in a friendly, cooperative and businesslike manner. We should maintain a sense of purpose, a sense of neighborliness, and above all, a sense of humor.

Let's have a good Town Meeting! Thank you.

Respectfully submitted,

John H. Russell
Board of Selectmen

ARTICLE 2. The following report of the Finance Committee, presented by James L. O'Leary, was accepted as a Report of Progress.

REMARKS TO ANNUAL TOWN MEETING

At this Annual Town Meeting you will be asked to appropriate \$29,879,851 for fiscal year 1988. This is comprised of \$29,633,191 for the operational budget of the Town and \$246,660 for related special articles. The Finance Committee has completed its review of the budget and presents its recommendations within warrant Article 19. The Committee has focused on several areas during the budget review.

First, the need for realistic departmental budgets, based upon what can reasonably be expected during the next fiscal year. The departmental budget requests which we review,

effectively, met this benchmark. However, there were occasions in which the Fincom recommended reductions in FY88 budgets because in its estimation the expenditure amounts could not be specifically identified or reasonably justified. The Committee did recognize that the expenditure may be anticipated but was unable to determine a proper amount. In these instances an amount equal to the amount of reduction within the departmental budget was added to the reserve fund appropriation. The purpose of the reserve fund is to accommodate any unanticipated, extraordinary or emergency expenditure which cannot be absorbed within an existing appropriated budget. This action was applied to three budgets, CPA audit fee, veterans benefits and special needs education. After discussing the rationale with the specific department heads the agreement was reached and the adjustment made.

A second area of concern is the Town's unfunded pension liability. This item was a matter highlighted in the Town's most recent audit. The Finance Committee believes now is the time to begin to address the issue. So in this budget the Committee recommends that the Town initiate a contract to have an actuarial study performed to determine the amount of unfunded liability and to suggest methods of funding the debt.

Municipal indebtedness was another area that the Finance Committee feels needs careful monitoring. A stabilized debt service is essential to the fiscal health of Reading. It is important that each item that is to be financed by borrowing be scrutinized, and possible alternatives for funding be considered. Presently, and over the next few years Reading will be undertaking several capital construction projects, the D.P.W. site, Town Hall Complex and a central Fire Station. It has been and it continues to be the policy of the Committee that the sale of real estate funds be utilized to offset the cost of these major projects. But what about smaller projects, those which are too large to be handled within a department budget and too small to bond. One solution is the development of a Capital Projects Fund or Stabilization Fund.

The Finance Committee has adopted a policy in which the goal is to achieve a balance in current year reserves (free cash, reserve fund, stabilization fund) equal to 5% of the annual operational budget within the next five years. This would provide the fiscal flexibility to fund certain projects without having to borrow.

Finally, departmental personnel and overtime cost were closely reviewed by the Committee. What became evident was the need to have a personnel classification study to evaluate and address the job descriptions and compensation of all municipal employees. This point was highlighted in the consolidation of the Treasurer's and Collector's functions which was mandated by the Charter.

These were the perspectives that the Finance Committee utilized in the budget review process and we hope Town Meeting will weigh in making its decisions.

TAX CALCULATION

APPROPRIATIONS

BUDGET	\$ 29,633,191	
SPECIAL ARTICLES	246,660	
		\$29,879,851

OTHER LOCAL APPROPRIATIONS:

OFFSETS	462,895	
COUNTY CHARGES	252,627	
STATE CHARGES	595,753	
OVERLAY RESERVE	500,000	
		1,811,275

GROSS AMOUNT TO BE RAISED	31,691,126
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LESS RECEIPTS AND REVENUES:

BORROWING	160,000	
FREE CASH	620,941	
AVAILABLE FUNDS	187,190	
REVENUE SHARING	148,936	
LOCAL RECEIPTS	6,549,000	
STATE AID	6,926,177	
		\$14,592,244

NET AMOUNT TO BE RAISED FROM TAXATION	\$17,098,882
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MAXIMUM LEVY LIMIT	
FY87 TAX LEVY	\$ 16,486,716
PLUS 2.5%	412,168
NEW CONSTRUCTION	200,000
FY88 LEVY LIMIT	\$ 17,098,882

Respectfully submitted,

James L. O'Leary
Finance Committee

ARTICLE 2. The attached report of the Community Planning & Development Commission, presented by Daniel A. Ensminger, was accepted as a Report of Progress.

ARTICLE 2. The following report of the Police Study Committee, presented by Mary S. Ziegler, was accepted as a Report of Progress.

POLICE STUDY COMMITTEE

MARCH 30, 1987

At the Annual Town Meeting under Article 3 on April 24, 1986 the following motion was adopted: that Town Meeting instruct the Board of Selectmen to establish a study committee consisting of two selectmen appointed by its chairman, two police officers appointed by the Chief of Police, and one member-at-large to be appointed by the Selectmen, to study issues of police turnover and police education needs and submit a report with recommendations as to steps that can be taken to decrease turnover and provide an equitable educational incentive and assistance program.

The Committee was established late this past summer. The Police Chief appointed Sgt. Patrick O'Brien and Ptl. Det. William Pacunas. The Selectmen appointed John Price as a member-at-large and the Chairman of the Board of Selectmen appointed Selectmen Eugene Nigro and Mollie Ziegler as the other 2 members of this Committee. The Chairman of the Board of Selectmen also designated Mollie Ziegler as the Chairman of this Committee.

In order to collect the data needed for our report, letters were sent late in October to 13 police chiefs of cities and towns in the area, requesting for example, copies of union contracts, information on retention of officers, breakdowns of different levels of degrees, questions on the Quinn Bill or other educational incentive programs.

Early in our deliberations the Quinn Bill was discussed and was not seen as a viable solution because of the Town Meeting vote of April 17, 1986. Our discussions seemed to focus on pay scale, educational benefits, and longevity.

1. Problems Identified:

The following subjects emerged as possible reasons for personnel turnover in the Reading Police Department:

1) Pay Level - Reading Patrolmen used to be in the middle pay level of surrounding towns and are now on the lower end of the pay scale. The superior officers base pay currently is in the upper range for surrounding towns. The difference between the base pay of a patrolman and a Sgt. in Reading is 34%. The State average seems to be about 15%.

2) Educational Incentive - No Quinn education payment. Our educational incentive is not compatible or comparable with the Quinn Bill. No extra amounts are awarded at the Patrolman level for a masters degree. Our educational program does not compensate patrolmen for useful non-law enforcement degrees.

3) Longevity - There is an obvious problem in the retention of officers in the 6-10 years of service category. 16 officers have 4 or less years of experience and only 2 officers have 6-10 years of experience.

4) Lack of Overtime Opportunities for Patrolmen - Several other issues emerged from our discussions that did not seem to be definite reasons for turnover but may be seen by some to contribute to turnovers. Some feel there is a lack of opportunity for advancement due to the young age of the senior officers. Also the senior officers



TOWN of READING
COMMUNITY PLANNING
&
DEVELOPMENT COMMISSION

Report to Town Meeting

April 13, 1987

Richard D. Howard, Chairman

Daniel A. Ensminger, Secretary

William J. Griset, Jr.

George V. Hines

Molly B. Jenks

The Community Planning & Development Commission came into existence on July 1, 1986. The Charter provides that the Commission shall have all the powers and duties formerly given to the Planning Board, Board of Survey and the Industrial Development Commission. The Commission has also been given the power to regulate the subdivision of land within the Town and to make studies and prepare plans concerning the resources, development potential and needs of the Town.

Since taking office, the Commission has held 20 meetings, including the following:

- 15 site plan hearings,
- 4 zoning by-law hearings,
- 6 definitive subdivision hearings,
- 5 preliminary subdivision hearings,
- 4 subdivision bond reductions.

Also, the Commission is assisting the Board of Selectmen in their negotiations with Homart Development Company.

To obtain insight into the issues facing the Town, the Commission invited various Town officers and officials to attend Commission meetings. To date, the Commission has had the benefit of learning the concerns of and receiving recommendations from the Town Manager, Conservation Administrator, the Building Inspector and members of the Historical Commission, the Conservation Commission, the Zoning Board of Appeals, the former Planning Board, and the former Board of Survey. The Commission appreciates the input it received and wishes to thank all who participated.

While the taking of actions on specific matters before the Commission and having substantive discussions with knowledgeable Town officials and officers have not been an exhaustive process, it has provided the Commission with sufficient insight so as to offer the following tentative conclusions and recommendations for consideration:

1. The Master Plan, developed in 1961, has become outdated. Although there is only a limited amount of land now available for development, the decisions facing the Town over the next few years will be difficult ones and must be made wisely. An updated master plan is essential in this regard. The Commission has selected South Main Street and the Central Business District as the area of initial focus.
2. The Zoning By-Laws need to be completely reorganized. The process of periodic amendments has resulted in these important documents being incomplete, out of date, confusing to users and in need of considerable clarification.
3. The Site Plan Review process adopted at the 1985 Town Meeting is an excellent concept which has been adopted by many progressive communities. However, the three separate site plan ordinances presently in force need to be consolidated, streamlined and better integrated with the zoning by-laws. Also, performance standards should be better defined.
4. The fees and charges for site plan review and subdivision filings should be increased to allow the review process to operate on an enterprise basis.
5. The subdivision rules and regulations, while in need of some housekeeping-type revisions, are essentially in good condition.
6. The remaining developable land in Reading must be managed in a thoughtful way to meet the best interests of the entire community. The Town and its officials must be proactive to ensure the prudent development of valuable resources such as the landfill, the Nike Site and Bear Hill.

To affirm, to modify, to better define and to implement these conclusions and recommendations require two essential ingredients: first, professional assistance, and second, substantial community involvement. Let us briefly discuss each of these.

During the first several months of its existence, the Commission has received extensive support from the Department of Public Works, especially from Tony Fletcher, Bill Redford and Cindy Keenan. The cooperation and professionalism of the Department and these individuals can be only characterized as outstanding, both in substance and in spirit. However, to help the Commission address the future needs of the Town, a professional dedicated and trained in the planning and development field will be required. The planner position was approved by Fall Town Meeting. The planner would be hired in the Spring of 1987 and would report to the Town Manager. In addition to assisting the Commission, the Planner would provide staff support to the Zoning Board of Appeals as well as coordinate the development application and review process in the Town. The Commission, with the advice of the Town Manager, has written a job description for this position and the Town has received a State Grant to defray a substantial portion of the cost.

To successfully implement any such program, it will require substantial community involvement. The Commission certainly does not intend to act in isolation. Instead, it plans to involve many interested groups and individuals in defining the program previously discussed while keeping in mind the fiscal realities facing the Town. In its first venture of this type, members of the Reading Business Community met with Commission members in November and discussed their ideas and comments concerning the future direction of Reading. The Commission plans to continue its dialogue with the business community and seek their assistance in identifying and coordinating one or more community issues of importance to its members. The Commission also plans to meet with residents in all precincts/school districts to solicit ideas and

volunteers to address issues of major concern to the Town.

In November, the Commission sent out a questionnaire to determine what Reading residents like and don't like about their community and to identify critical issues. Over 400 responses were received which will provide a data base to guide the Commission and volunteer groups in serving the needs of the Town.

Since January, the Commission has moved forward to fill the Planners position approved by the Fall Town Meeting. The Town has received a State Grant covering a portion of the Planner's salary, advertisements were placed in March to fill the position. At present, the Commission expects that a candidate would be selected by the end of April and that the Planner would be on board by the end of May.

The Commission has used the input received from responses to the questionnaire sent out in late November (see copy of Chronicle's article attached) to establish its program for the remainder of 1987. The schedule for this program is shown on the attached chart which also indicates the anticipated level of effort that the Planner would devote to each task. The CPDC program for 1987 includes:

ZONING: Zoning alternatives would be evaluated for development of the landfill. The selected alternative would be presented before a Special Town Meeting in September. Zoning proposals for signage and for the Bear Hill development would be prepared for the November Town Meeting. Finally, the process for the complete overhaul of the zoning ordinances would be initiated.

PUBLIC INVOLVEMENT: One or more citizen advisory committees would be established. The Advisory Committee would formulate the findings of the questionnaire as well as provide input on the future direction and look of the central business district. It would also address concerns and goals within the various geographic areas of the Town.

MASTER PLAN: The Planner would coordinate the data gathering and preparation of the Master Plan report. Major inputs would be obtained from

the Commission, the Advisory Committee and other interested parties. A detailed schedule for the preparation and adoption of the revised Master Plan would be presented to the Fall Town Meeting.

REGULATORY REVIEW: Site Plan review and coordination of the development application process would require almost half of the Planner's available time. The cost of this time would be recovered from new development fees discussed later in this report.

Proactive, specific proposals would be sought and evaluated in the development of the Bear Hill. Options for the best usage of the Nike Site would also be examined.

Consistent with previous discussions with the Finance Committee and Fall Town Meeting, the Commission has revised the fee structure for site plan review and subdivision applications to put these activities on an enterprise, or pay as you go, basis. Effective April 8, 1987 charges will be made for the first time for site plan review and for subdivision inspections. Also, fees for subdivision application review were revised.

The new fee structure also provides that developers make an advance payment to the Town to cover the cost of review by the planner and other town staff. The new fees would also cover the cost for any consultants having specialized expertise needed to protect the Town's interest, but not possessed by the Town Planner or Engineering staff.

The program adopted by the Commission provides a balanced approach which addresses long-term policy issues as well as provides oversight to the ongoing development application process. We trust the CPDC's program meets with your approval. We welcome your input.

Respectfully submitted,

Richard D. Howard, Chairman

Daniel A. Ensminger, Secretary

William J. Grisct, Jr.

George V. Hines

Molly B. Jenks

CPDC PROGRAM FOR 1987

C-01018

TASK	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
HIRE PLANNER (CP/TM)		ADVERTISE	SCREEN	HIRE						
ZONING										
• LANDFILL (PL/CO/CP)				40*						
• SIGNS (PL/CP)										
• BEAR HILL (PL/CO/CP)										
• OVERHAUL (PL/CP)										
PUBLIC INVOLVEMENT										
• ADVISORY COMMITTEE (PL/CP)										
• SPECIFIC PROGRAMS (PL/CP)										
MASTER PLAN										
• DATA GATHERING (PL)										
• REPORT PREPARATION (PL/CP)										
SITE PLAN REVIEW (SPR)										
• RFP-HOMART CONSULTANT (CP)										
• SITE PLAN REVIEW (PL/CO/CP)										
PROACTIVE										
• RFP BEAR HILL DEVELOPMENT (PL/CP)										
• NIKE-HAV. ST. SITE OPTIONS										
TOWN MEETING										
TOTAL HOURS PER MONTH (PL)	0	0	0	170	170	170	170	170	170	170
CP = CPDC TM = TOWN MANAGER PL = PLANNER CO = CONSULTANT(s) *PLANNER DAYTIME HOURS EXPENDED IN MONTH										

receive at least whatever is negotiated with the Patrolman's Association without as much effort or expenditure of money. Though this probably would help, a Town Reading's size cannot offer variable job duties to the extent of a larger organization such as the M.D.C.

II. Recommended Solutions:

The following items were seen as steps that could be taken to decrease the turnover among Reading police officers.

- 1) Increase salaries for patrolmen with specific emphasis on officers in the 6-10 years of service category.
- 2) Educational Incentives - The Goal - Increase payments for degrees so that the level of payment equals 10% of maximum patrolman salary for an associate degree, 20% of such base salary figure for a bachelors degree and 25% of said base pay for a masters degree. Pay educational incentives at same rate as above for non-law enforcement degrees to all police officers when recommended by the Police Chief and approved by the Town Manager. Tuition reimbursement towards a bachelors degree is another option to be considered to achieve an education incentive.
- 3) Offer increased longevity or educational payments, but not both to try to keep officers in the 6-10 year range.
- 4) Increase the number of senior officers in order to decrease senior officer overtime and this in turn would afford increased opportunity for advancement in the department.
- 5) More aggressive approach to recruiting new patrolmen. Place ads in the local papers as to when the civil service test is to be given and explain the scope of the test; participate in high school career days; hold an open house at the police station where police officers discuss the career of a police officer in Reading.
- 6) Offer some type of patrolman of the year award.
- 7) Institute exit interviews with the Town Manager as the interviewer.

Respectfully submitted,

Eugene Nigro
Patrick O'Brien
William Pacunas
John Price
Mollie Ziegler

ARTICLE 2. On motion of John H. Russell, it was voted to lay Article 2 on the table.

ARTICLE 3. On motion of John H. Russell, it was voted to lay Article 3 on the table.

ARTICLE 4. On motion of Elizabeth W. Klepeis, it was unanimously voted that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1987, in accordance with the provision of General Laws, Chapter 44, Section 4 and to issue a note or notes therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year, in accordance with the General Laws, Chapter 44, Section 17.

ARTICLE 5. On motion of Elizabeth W. Klepeis, it was voted to indefinitely postpone Article 5.

ARTICLE 6. On motion of Mary S. Ziegler, it was voted to indefinitely postpone Article 6.

ARTICLE 7. On motion of Eugene R. Nigro it was voted that the Town amend "Schedule B -Compensation Plan" of Article XXIV of the By-Laws of the Town by deleting the existing pay schedule and substituting the attached effective July 1, 1987:

ARTICLE 8. On motion of Barry J. Mitchel, it was voted to lay Article 8 on the table.

ARTICLE 9. On motion of Mary S. Ziegler, it was voted that the Town amend Section 7 (l) of Article XXIV of the Town By-Law of the Town of Reading, by deleting the existing chart, and substituting the following chart, effective 7/1/87.

<u>Effective 7-1-86</u>	<u>Effective 7-1-87</u>	
150	200	Annually upon completion of five years service.
250	300	Annually upon completion of ten years service.
350	400	Annually upon completion of fifteen years service.
450	500	Annually upon completion of twenty years service.
550	600	Annually upon completion of twenty-five years service

ARTICLE 10. On motion of James L. O'Leary, it was voted that the Town adopt the five-year Capital Outlay Plan as follows:

CAPITAL OUTLAY PLAN - FY 1988 thru FY 1992

Department/ Project	FY88	FY89	FY90	FY91	FY92
<u>GENERAL</u>					
Gen. Debt Serv.	1,051,963	976,240	807,290	623,290	385,380
Short Term Debt Serv.	83,325	123,000	231,000	133,200	25,000
Debt Serv. Auth/Not Iss	--	--	650,000	625,000	600,000
	<u>1,135,288</u>	<u>1,099,240</u>	<u>1,688,290</u>	<u>1,381,490</u>	<u>1,010,380</u>
New Debt Capital Exp.	-- 852,930	-- 1,404,970	-- 1,265,670	327,200 1,367,530	602,930 1,010,000
	<u>1,988,218</u>	<u>2,504,210</u>	<u>2,953,960</u>	<u>3,076,220</u>	<u>2,623,310</u>
Less Grant Net Exp for Capital	1,988,218	35,000 2,469,210	2,953,690	3,076,220	2,623,310
% exp. Budget	6.7%	7.8%*	8.8%*	8.6%*	7.0%*
<u>Enterprises</u>					
Gen. Debt Serv.	523,950	493,985	419,900	235,600	177,200
Short Term Debt Serv.	--	--	--	90,000	90,000
Debt Serv. Auth/Not Iss	--	--	--	--	--
	<u>523,950</u>	<u>493,985</u>	<u>419,900</u>	<u>325,600</u>	<u>267,200</u>
New Debt Serv.	--	--	--	--	--
Capital exp.	158,000	274,000	274,000	24,000	24,000
	<u>681,950</u>	<u>767,985</u>	<u>693,900</u>	<u>349,600</u>	<u>291,200</u>
Less Grant	--	250,000	250,000	--	--
Net Exp. for Capital	681,950	517,985	443,900	349,600	291,200

*Assuming 6% growth of budget/year

Schedule B - Compensation Plan - Town of Reading

Grade	<u>Minimum</u>		<u>$\frac{1}{4}$PT</u>	<u>Mid</u>	<u>Maximum</u>	
	<u>Week</u>	<u>37.5hr</u>			<u>Week</u>	<u>40hr</u>
1	175.87	4.69	186.86	197.85	219.83	5.50
2	194.00	5.17	208.54	223.09	252.17	6.30
3	223.33	5.96	240.07	256.82	290.32	7.26
4	251.71	6.71	272.17	292.65	333.59	8.34
5	283.34	7.56	308.12	332.89	382.44	9.56
6	317.54	8.47	347.72	377.91	438.28	10.96
7	357.78	9.54	395.36	432.92	508.66	12.72
8	402.91	10.74	447.24	491.55	580.18	14.50
9	451.76	12.05	505.96	560.16	668.57	16.71
10	510.38	13.61	575.41	640.43	769.65	19.24
11	576.45	15.37	654.27	732.08	887.70	22.19
12	646.24	17.23	739.99	833.74	1021.23	25.53

ARTICLE 11. On motion of James L. O'Leary, it was voted to lay Article 11 on the table.

ARTICLE 12. On motion of Elizabeth W. Klepeis, it was unanimously voted that the Town rescind the remaining bond authorization for the purpose of acquiring land owned by H. J. Davis Company in the amount of One Hundred Twenty-Five Thousand Dollars (\$125,000), authorized by Article 7 at the Special Town Meeting on June 19, 1986.

2/3 vote required

ARTICLE 13. On motion of Elizabeth W. Klepeis, it was unanimously voted that the Town rescind the remaining bond authorization for the purpose of replacing the roof of the Coolidge Middle School in the amount of Thirty-Six Thousand (\$36,000) Dollars, authorized by Article 26 at the Annual Town Meeting on April 18, 1985.

2/3 vote required

ARTICLE 14. Robert I. Nordstrand moved that the sum of One Thousand Five Hundred (\$1,500) Dollars be raised from the tax levy and appropriated to the Board of Assessors for the purpose of publishing for general circulation, its 1/1/86, valuation lists for real estate, in compliance with Article XIII, Section 4 of the Town By-Laws.

This motion was voted in the negative.

ARTICLE 15. On motion of Russell T. Graham, it was voted to lay Article 15 on the table.

ARTICLE 16. On motion of Russell T. Graham, it was voted to lay Article 16 on the table.

ARTICLE 17. On motion of Barbara B. Philbrick, it was voted that the sum of \$160,000 be raised by borrowing, as provided under Chapter 44 of the General Laws, and appropriated for the purpose of replacing the roof at Alice M. Barrows Elementary School, 16 Edgemont Avenue, Reading, and a partial roof replacement of 12,000 sq. ft. at Reading Memorial High School, 62 Oakland Road, Reading. Such appropriation to include all engineering fees and preparation costs required to complete the purpose of the motion; all such monies to be expended under the direction of the Reading School Committee.

124 voted in the affirmative
2 voted in the negative
2/3 vote required

ARTICLE 18. On motion of Barbara B. Philbrick, it was unanimously voted that the sum of \$60,000 be raised from the tax levy and that said sum be appropriated to the Reading School Committee for the purpose of remodelling, reconstructing and making repairs to certain areas of the Reading Memorial High School, 62 Oakland Road, Reading, Massachusetts, including original equipping and furnishing said remodelled areas, together with all other costs incidental thereto, including costs of architectural, engineering and construction services, inspection and costs of financing in connection therewith, and all other costs necessary and proper to carry out the purposes of this vote.

On motion of Paul C. Dustin, it was voted to name Gerald A. Fiore Moderator pro tem.

On motion of John H. Russell, it was voted that this meeting stand adjourned to meet at 7:30 P.M. on Thursday, April 23, 1987, at Reading Memorial High School.

Meeting adjourned at 10:37 P.M.

126 Town Meeting Members were present.

A true copy. Attest:

Doris M. Fantasia

Doris M. Fantasia
Town Clerk

ADJOURNED ANNUAL TOWN MEETING
SPECIAL TOWN MEETING

Reading Memorial High School

April 23, 1987

The meeting was called to order by the Moderator pro tem, Gerald A. Fiore, at 7:45 P.M., there being a quorum present.

The Invocation was given by Rev. Arthur Flynn of St. Agnes Church, followed by the Pledge of Allegiance to the Flag.

On motion of John H. Russell, it was voted that this meeting stand adjourned until after Special Town Meeting.

Meeting adjourned at 7:55 P.M.

117 Town Meeting Members were present.

A true copy. Attest:


Doris M. Fantasia
Town Clerk

SPECIAL TOWN MEETING

Reading Memorial High School

April 23, 1987

ARTICLE 1. On motion of John H. Russell, it was voted to lay Article 1 on the table.

ARTICLE 2. On motion of John H. Russell, it was voted to lay Article 2 on the table.

ARTICLE 4. On motion of James L. O'Leary, it was voted to take Article 4 out of order.

James L. O'Leary moved that the capital outlay plan be amended to include the following item for expenditures in FY 1987:

Purchase of Property -- \$160,000
from Sale of Real Estate Fund, and amending the total accordingly.

This motion was voted in the negative.

ARTICLE 3. On motion of John H. Russell, it was voted to indefinitely postpone.

ARTICLE 5. On motion of Elizabeth W. Klepeis, it was voted that the Town appropriate from FY 1987 additional lottery and distribution the sum of \$26,085.96 for professional services in connection with the issuance of \$1,975,000 general obligation bonds.

ARTICLE 6. On motion of Elizabeth W. Klepeis, it was voted that the Town appropriate from FY 1987 additional lottery and distribution the sum of \$35,000 to group health insurance in order to fund the March First health insurance increases.

ARTICLE 7. On motion of Eugene R. Nigro, it was voted that the Town transfer the care, custody, management and control of the following described land, or portions thereof, which constitutes a portion of what is commonly known as Plat 136, Lot 4, from the School Committee, which land had previously been a portion of the Birch Meadow School site, to the Board of Selectmen for any other municipal purpose including the possible sale thereof.

YMCA (Strip Along Arthur B. Lord Drive)

Beginning at a point on the Southwesterly sideline of Arthur B. Lord Drive;
Thence N 20-14-20 W a distance of 332.74 feet to a point;
Thence by a curve line to the left having a radius of 285' a distance of 50.21 feet to a point;
Thence by N 73-40-40- E a distance of 9.55 feet to a point;
Thence S 20-24-10E a distance of 31.48 feet to a point;

Thence S 20-14-20 E a distance of 350.62 feet to a point;
Thence S 70-26-20 W a distance of 5.21 feet to a point; said point being the point of beginning of this description;
Intending to describe a parcel of land containing 2061 square feet, more or less, now or formerly owned by the Town of Reading.

125 voted in the affirmative
1 voted in the negative
2/3 vote required

ARTICLE 8. On motion of Eugene R. Nigro, it was voted that the Town authorize the recision of an easement or license to the YMCA over property of the Town for access to the public way in Birch Meadow from Plat 138, Lot 2, as authorized by Town Meeting vote under Article 93 of the 1972 Annual Town Meeting and approved on April 3, 1972.

126 voted in the affirmative
2 voted in the negative
2/3 vote required

ARTICLE 9. On motion of Eugene R. Nigro, it was voted that the Town authorize the Board of Selectmen of the Town of Reading to convey the following described property with the buildings thereon, presently commonly known as a portion of Plat 136, Lot 4, to the Greater Boston YMCA for \$1.00 or such greater sum as the Board of Selectmen may determine and upon such other terms and conditions as the Board of Selectmen shall consider proper and to deliver a deed or deeds therefor to said purchasers.

YMCA (Strip Along Arthur B. Lord Drive)

Beginning at a point on the Southwesterly sideline of Arthur B. Lord Drive;
Thence N 20-14-20 W a distance of 332.74 feet to a point;
Thence by a curve line to the left having a radius of 285' a distance of 50.21 feet to a point;
Thence by N 73-40-40 E a distance of 9.55 feet to a point;
Thence S 20-24-10 E a distance of 31.48 feet to a point;
Thence S 20-14-20 E a distance of 350.62 feet to a point;
Thence S 70-26-20 W a distance of 5.21 feet to a point; said point being the point of beginning of this description;
Intending to describe a parcel of land containing 2061 square feet, more or less, now or formerly owned by the Town of Reading.

119 voted in the affirmative
0 voted in the negative
2/3 vote required

ARTICLE 10. On motion of Mary S. Ziegler it was voted that the Town rescind previous action of the 1982 Annual Town Meeting on April 12, 1982, Article 17, which accepted as a gift for use as park land a parcel of land owned by Roger A. Reed and shown on the Assessors' map as Plat 66, Lot 52, consisting of approximately 6,594 square feet with 50.10 feet of frontage on Pleasant Street.

ARTICLE 11. On motion of Nils L. Nordberg, it was voted that the Town amend Article 11 of the Warrant of the Special Town Meeting by deleting the text of the proposed By-Law in its entirety and substituting therefor the following to be adopted as Article XXXVII of the By-Laws of the Town:

"No person shall smoke or have in his possession any lighted cigar, cigarette or other tobacco product in any building or room owned or occupied by the Town other than in personal offices or specifically designated areas. The Town Manager, the Superintendent of Schools and the Manager of the Light Department shall designate areas in which smoking shall be allowed, and shall post an appropriate number of signs indicating those areas in which smoking is prohibited."

This motion was voted in the affirmative by a unanimous vote.

On motion of Raymond Tahmosh, it was voted that the Town amend said Article XXXVII of the By-Laws of the Town, by deleting the phrase: "personal offices or" in the third sentence thereof, to read then as follows:

"No person shall smoke or have in his possession any lighted cigar, cigarette or other tobacco product in any building or room owned or occupied by the Town other than in specifically designated areas. The Town Manager, the Superintendent of Schools and the Manager of the Light Department shall designate areas in which smoking shall be allowed, and shall post an appropriate number of signs indicating those areas in which smoking is prohibited."

64 voted in the affirmative
55 voted in the negative

On motion of John H. Russell, it was voted this meeting stand adjourned sine die.

Meeting adjourned at 10:05 P.M.

119 Town Meeting Members were present.

A true copy. Attest:


Doris M. Fantasia
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Reading Memorial High School

April 23, 1987

Annual Town Meeting resumed at 10:05 P.M.

ARTICLE 8. On motion of Eugene R. Nigro, it was voted to take Article 8 from the table.

On motion of Eugene R. Nigro, it was voted to amend "Schedule A -Compensation Plan" of Article XXIV of the By-Laws of the Town by deleting the classifications and substituting the following: effective 7-1-87 or such earlier date as may have been voted.

SCHEDULE A - CLASSIFICATION PLAN - TOWN OF READING

GRADE	JOB TITLES	
12	Director of Public Works	S
	Police Chief	S
	Fire Chief	S
11	Assessors' Appraiser	S
	Asst. Dir. Public Works, Operations	S
	Town Engineer	S
	Library Director	S
	Town Planner	S
	Treasurer-Collector	S
10	Town Accountant	S
	Building Inspector	S
	Cemetery Director	S
9	Health Director	S
	Assistant Library Director	S
	Supervisors:	
	Highway & Sanitation	
	Forestry & Parks	
	Water Treatment & Pumping Stations	
	Water & Sewer	
	Town Clerk	S
	Recreation Supervisor	S
	Assistant Treasurer	S

8	Pumping Station Engineer Dept. Head, Technical Services, Library Conservation Administrator S Assistant Town Clerk Building Maintenance Supervisor Fire Department Mechanic Assistant Collector S
7	Personnel Administrator S Veterans Agent S Dept. Head, Circulation, Library Dept. Head, Children's Room, Library Reference/Community Services Librarian Reference/Information Librarian Business Administrative Assistant Town Collector — D.P.W. Fire Alarm Lineman Administrative Assistant - Town Manager Administrative Assistant - Police Dept.
6	Administrative Secretary - D.P.W. Administrative Secretary - Fire Dept. Fire Alarm Groundman Civilian Fire Dispatcher
5	Library Technician/Reference & Circulation Library Technician/Technical Services Library Secretary Hearing Reporter
4	Library Clerk Cataloging/Children's Room Library Clerk Programming/Children's Room Library Clerk/Circulation
3	Library Materials Repair Clerk
2	Laborer
1	Temporary Laborer Library Page

Salaried positions (denoted S) are exempt from payment for overtime.

Changes reflected in Article 8:

Eliminated Positions
Executive Secretary
Principal Clerk-Fire

Newly Classified Positions

Town Planner
Treasurer-Collector
Town Clerk
Recreation Supervisor
Assistant Town Clerk
Assistant Collector

Reclassified Positions

Building Maintenance Supervisor (formerly Supt. of Building)
Fire Department Mechanic

Retitled Positions

Director of Public Works (formerly Supt. of Public Works)
Ass't. Director Public Works-Operations (formerly Ass't Supt.)
Town Engineer (formerly Ass't. Supt. Public Works-Eng.)
Cemetery Director (formerly Supt. of Cemetery Dept.)
Health Director (formerly Health Agent)
Admin. Assistant-Town Manager (formerly Admin.- Ass't-Selectmen)

ARTICLE 15. On motion of Mary S. Ziegler, it was voted to take Article 15 from the table.

On motion of Mary S. Ziegler, it was voted that the Town accept the provisions of General Laws, Chapter 40, Section 39K, as amended by Chapter 306 of the Acts of 1986 and authorize the Town to establish a separate account classified as an "Enterprise Fund" for the operation of the Town's Water Utility Service.

ARTICLE 16. On motion of Mary S. Ziegler, it was voted to take Article 16 from the table.

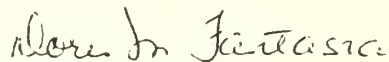
On motion of Mary S. Ziegler, it was voted that the Town accept the provisions of General Laws, Chapter 40, Section 39K, as inserted by Chapter 306 of the Acts of 1986 and authorize the Town to establish a separate account classified as an "Enterprise Fund" for the operation of the Town's Sewer Utility Service.

On motion of John H. Russell, it was voted that this meeting stand adjourned to meet at 7:30 P.M. on Monday, April 27, 1987, at the Reading Memorial High School.

Meeting adjourned at 10:42 P.M.

119 Town Meeting members were present.

A true copy. Attest:



Doris M. Fantasia
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Reading Memorial High School

April 27, 1987

The meeting was called to order by the Moderator pro tem, Gerald A. Fiore, at 7:46 p.m., there being a quorum present.

The Invocation was given by Rev. David W. Reid of the First Baptist Church followed by a moment of silence for Charles Stamatis, Building Inspector for the Town of Reading for eleven years, followed by the Pledge of Allegiance to the Flag.

ARTICLE 35. On motion of Richard S. Dempster, it was voted to take Article 35 out of order.

Gerald A. Fiore excused himself as moderator pro tem of Article 35, due to possible conflict of interest in the future and nominated Town Clerk, Doris M. Fantasia, to moderate Article 35.

On motion of Richard S. Dempster, it was voted that the Town approve a new housing project for elderly and handicapped persons, pursuant to the provisions of Massachusetts General Laws, Chapter 121B Section 38, and acts in amendment thereof and in addition thereto, to be known as State-aided Housing Project 667-3.

ARTICLE 2. On motion of John H. Russell, it was voted to take Article 2 from the table.

The following report by Carl H. Amon, Jr. was accepted as a report of progress.

HOSPITAL TRUST FUNDS

About three years ago there were a number of discussions regarding use of the Hospital Funds and it became quite obvious that the Town would never use those funds as established by three people. There were a number of meetings and with all of that there was a vote taken at a meeting on November 13, 1984. Now I'd like to read to you if I can from that vote which is under Article 23.

"On motion of Maureen T. O'Brien, it was voted that the Board of Selectmen and /or the Commissioners of Trust Funds are authorized to take all steps necessary, including petitioning the relevant court and/or any other agency of federal or state government having jurisdiction thereof, to modify the terms of the Anne S. Grouard Trust Fund, the Stephen S. Foster Trust Fund and the Gilman Parker Trust Fund, whether known by those or any other names, and any other trust funds which may be a part of what is collectively known as the Hospital Trust Funds in the Town of Reading, so that the annual income derived therefrom may be available and be drawn upon for defraying the expenses of needy citizens of the Town for the provision of in-home health care, for transportation to hospitals, or other approved medical centers or facilities or for the provision of in-home health care, for transportation to hospitals, or other approved medical centers or facilities or for the provision of such other medically-related services as may be authorized by the Commissioners of Trust Funds, notwithstanding the provisions of the wills of Gilman L. Parker, George H. Grouard and Stephen S. Foster to the contrary or notwithstanding the provisions of any other will, trust, or other document establishing the aforesaid trusts or conveying funds to the Town of Reading to be held in trust for establishing a hospital in the Town of Reading; and that the Board of Selectmen and/or the Commissioners of Trust Funds are authorized to take all steps necessary to carry out the intent and purposes of this vote."

After that Article and motion on it was passed, there were a number of series of further meetings held and all of the operating funds within the Town voted in favor of this procedure. As far as I am able to tell, no action has been taken in regard to these proceedings.

We now have over \$1,600,000 in those three trust funds. The income was in excess of \$100,000 and I am advised that approximately \$15,000 was used for this purpose. Now I am requesting that there be some definitive answer of some length as to what has happened in regard to this action and to this proceeding. The money will never be used for hospitals and that has firmly been established. The money should be used for other purposes and whoever can answer my question as to how court proceedings can be started in court, and how those

actions can be taken through, I'd like to have an answer as to what's happening in regard to that proceeding.

Respectfully submitted,

Carl H. Amon, Jr.

John H. Russell stated Ted Cohen, Town Counsel, has been working on this question. Mr. Cohen stated that the delay had been difficulty determining where the wills were. We will go to court to clarify what can be done; therefore, it will be approximately 2-4 months before resolution.

ARTICLE 2. On a point of personal privilege, Allan E. Ames, Chairman of the Municipal Light Board, presented the following report:

Normally at this point in Town Meeting, the Light Board would present a report on the events that transpired since the Annual Report was published. That Report is in the works but I think many of you would understand we've been busy doing other things.

I would like to bring you up to date as much as possible.

Last Saturday night the Town of Wilmington took its second vote to establish a Municipal Light Department under, we were informed, a 90-year old statute, by a margin of 7 to 1. This was despite the best efforts of the Light Board to dissuade them. Now this vote does not mean that there will be any loss of customers to the MLD now or ever. It does not mean there will be financial stress or damage to the MLD or to the Town of Reading.

In discussions with the Wilmington Selectmen and at the Wilmington Town Meeting, it was made very clear that Wilmington considers this second vote of theirs simply a policy position to consider their options as a bargaining chip. Definitely they don't consider it binding and if Wilmington doesn't consider it binding, it could certainly be argued that Reading should not consider it binding.

The position that the Board has taken officially is that the vote is serious, but the Board hasn't taken the position it is irreversible. Apparently even an appearance before the Massachusetts Department of Public Utilities is not mandatory. It must be requested by one party or the other.

Now the evidence is that for some time, certainly at least the 150 days called out in Statute, there will only be talk. There are legal uncertainties, but I personally believe that the Department is fully and completely protected from almost all possible eventualities.

The Board has not prepared a formal statement in this matter since it occurred Saturday, and we had hoped the vote would not go positively and the Board has not adopted a position since the vote.

Since we may in fact be in the position of negotiating the sale of real property, there is a limit to what I think I can say in public. The Board is clearly evaluating its options and will be mindful that any change in the financial structure of the Department will need Town Meetings approval.

I would note that the Board has employed professional communications people which I think will help keep the public informed as to the events that will be transpiring in the next several months.

That, I think, is about all I can say. If there are other Board members that think I have left something out, perhaps Town Meeting will entertain them.

Respectfully submitted,

Allan E. Ames

ARTICLE 2. The following report of Peter I. Hechenbleikner, Town Manager, was accepted as a Report of Progress:

TAX RATE CALCULATION

	As Fixed FY 86	As Fixed FY 87	Estimated FY 88
Appropriated Annual T.M. & Special T.M.	\$ 27,465,254	\$ 32,550,440	\$ 30,024,268
Offsets	336,219	550,532	462,895
County Charges	277,572	258,825	252,627
State Charges	487,381	502,828	595,753
Overlay Reserve	432,867	731,943	500,000
GROSS AMOUNT TO BE RAISED	28,628,917	34,603,434	31,835,543
LESS RECEIPTS AND REVENUES FROM OTHER SOURCES:			
Borrowing	383,000	5,102,000	160,000
Free Cash	0	0	512,722
Available Funds	1,999,825	326,336	324,826
Revenue Sharing	230,000	220,000	148,936
Sale of Real Estate	0	0	115,000
Local Receipts	5,240,000	6,015,000	6,549,000
State Receipts	5,453,019	6,449,775	6,926,177
TOTAL RECEIPTS & REVENUES	13,305,844	18,123,111	14,736,661
	=====	=====	=====
Net Amount To Be Raised By Taxation	15,693,497	16,480,353	17,098,882
Valuation	651,723,300	1,299,721,400	1,312,000,000
Tax Rate	24.08	12.68	12.95
Maximum Levy Limit			
Prior Year Tax Levy	15,065,107	15,694,378	16,486,716
Plus 2.5%	376,628	392,338	412,168
New Construction	252,643	400,000	200,000
Levy Limit	15,694,378	16,468,716	17,098,882

RECEIPTS

BORROWING-FOR ARTICLE 17- SHCOOL ROOFS		\$160,000
FREE CASH (FROM 761,702 AVAILABLE)		512,722
AVAILABLE FUNDS:		
-OVERLAY SURPLUS	175,000	
-CEMETERY BEQUEST	61,100	
-CEMETERY SALE OF LOTS	27,640	
-ADDITIONAL LOTTERY AID	<u>61,086</u>	
		\$324,826
SALE OF REAL ESTATE (FROM 1,631,826.75 AVAILABLE)		115,000
GENERAL REVENUE SHARING		148,936
LOCAL RECEIPTS:		
-MOTOR VEHICLE EXCISE	1,200,000	
-LICENSES & PERMITS	40,000	
-FINES	150,000	
-SPECIAL ASSESSMENTS	30,000	
-CHARGES FOR SERVICES	315,000	
-INTEREST EARNINGS	525,000	
-PENALTY/INTEREST ON TAXES	110,000	
-USER CHARGES-WATER	1,637,000	
-USER CHARGES-SEWER	1,292,000	
-EARNINGS DISTRIB-LIGHT DEPARTMENT	<u>1,250,000</u>	
		6,549,000
STATE RECEIPTS		6,926,17
LOCAL PROPERTY TAX		<u>17,098,88</u>
		\$31,835,54

The budget process in Reading this year has been a long and arduous one for everyone involved. Many of the issues of the Charter as to the outline for the budget have just begun to be addressed in the role of the Town Manager, the Finance Committee, and the Board of Selectmen, but is fairly clear as to the role of Town Meeting, and that's why we are here.

What we have developed over the past several months is the beginning of a budget process that needs more fine tuning and more work. It has been an extremely cooperative process with various Departments, the Finance Committee, the Board of Selectmen, and myself as Town Manager.

General guidelines for the budget are based on realistic amounts rather than "hoped for" amounts. The budgets are shown in net figures. An overview of the budget organization was by departments, by budget and by function.

Future budget implications -

1. Charter and Town organization:

- Improve Budget Process
- Adopt organizational plan outlined
- Appoint Department Heads

2. Personnel

- Board of Selectmen -- currently Personnel Board
- Personnel Officer -- currently Town Manager
- Pay Reclassification plan currently undertaken
- Pay Classification for other Town personnel (hopefully through a State Grant to be awarded this fall)
- Establish more definitive personnel policies
- Establish performance evaluation system
- Contract negotiations for 5 municipal contracts plus additional contracts in School Department

3. Real Estate

- Complete sale of Community Center and relocate Council on Aging
- Complete sale of landfill
- Bid the sale of the Nike Site as authorized by Town Meeting
- Evaluate all other town-owned real estate -- propose use/disposition.

4. Capital Improvements Plan

- Town Hall Study complete 9-87
- Fire Station Study complete 9-87
- Public Works Facility complete 11-87
- Sewer Inflow and Infiltration Program currently undertaken needs completion and implementation (probably Spring 1988)

5. General

- Financial Planning
- Sale of Real Estate Fund
- Budget Process
- Debt Service
- Improve Grantsmanship, more funds through Federal, State, and private sources
- Review fee structure in Town, within guidelines
- Enhance the role of volunteers

See attached Receipt Schedule and Tax Rate Calculation Schedule.

Respectfully submitted,

Peter J. Hechenbleikner
Town Manager

ARTICLE 2. On motion of John H. Russell, it was voted to lay Article 2 on the table.

ARTICLE 19. On motion of James L. O'Leary, Finance Committee Chairman, it was voted that the Proposed FY 1988 Budget attached to the end of Article 19, as presented, be approved and appropriated as follows:

Line Items 1 through 29 with elected officials salaries and out of state travel being approved and appropriated as stated. Funds are to be provided as follows:

Overlay Reserve - \$175,000 to fund a portion of line item 14 - Reserve fund

Property Taxes, State Aid, and Non-Property Tax Local Receipts \$865,886 to fund the remainder of line item 14, and all of line items 1 through 13 and line items 15 through 29.

Line Items 30 through 63 with out of state travel being approved and appropriated as stated. Funds are to be provided as follows:

Property Taxes, State Aid, and Non-Property Tax Local Receipts \$1,514,132

Line Items 64 through 82 with out of state travel being approved and appropriated as stated. Funds are to be provided as follows:

General Revenue Sharing - \$74,468 to fund a portion of line 64, Police Personal Services.

General Revenue Sharing - \$74,468 to fund a portion of line 69, Fire Personal Services.

Property Taxes, State Aid, and Non-Property Tax Local Receipts to fund the remainder of lines 64 and 69, and all of lines 65 through 68 and 70 through 82, totalling \$3,399,034.

Line Items 83 through 91 with out of state travel being approved and appropriated as stated. Funds are to be provided as follows:

Sale of Cemetery Lots - \$7,640 to fund all of line 89 - Capital Equipment

Sale of Cemetery Lots - \$15,000 to fund a portion of line 90 Capital Development

Sale of Cemetery Lots - \$5000 to fund a portion of line 91

Income from Cemetery Bequests - \$56,550 to fund a portion of line 88 - personal services

Income from Cemetery Bequests - \$4,550 to fund a portion of line 91 - other expenses

Property Taxes, State Aid, and Non-Property Tax Local Receipts - \$3,221,262 to fund the lines 83 through 87 and the remainder of lines 88, 90, and 91.

Line Item 92 being approved and appropriated as stated, that there be included in the tax levy for electricity used for street lights the sum of One Hundred and Eight Thousand, Five Hundred Ninety-Six Dollars (\$108,596) and that said sum and the income from sales of electricity to private consumers and electricity supplied to municipal buildings and for municipal power and jobbing during the current fiscal year to be appropriated for the municipal light plant, and said appropriation to be expended by the inanager of the municipal light plant under the direction and control of the Municipal Light Board for the expense of the plant, including payment of bonds and notes, as defined in Chapter 164, Section 56 of the General Laws or any amendments thereof or any additions thereto, and if said sum of One Hundred Eight Thousand, Five Hundred Ninety-Six Dollars and said income shall exceed expense for said fiscal year, such excess up to the amount of 50% of net profit from operations as of December 31 of the preceding year as defined in Chapter 164, such amount shall be paid 50% in June and 50% in December of the current year into the Town Treasury and the balance, if any, shall be transferred to the construction fund of said plant and appropriated and used for such additions thereto as may thereafter be authorized by the Municipal Light Board.

Line Items 93 and 94 with out of state travel being approved and appropriated, not to exceed \$6,550. Funds are to be provided as follows:

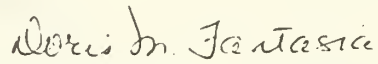
Property Taxes, State Aid, and Non-Property Tax Local Receipts -
\$13,103,113.

On motion of John H. Russell, it was voted that this meeting stand adjourned to meet at 7:30 p.m. on Thursday, April 30, 1987 at the Reading Memorial High School

Meeting adjourned at 10:55 p.m.

106 Town Meeting Members were present.

A true copy. Attest:



Doris M. Fantasia
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Reading Memorial High School

April 30, 1987

The meeting was called to order by Moderator pro tem, Gerald A. Fiore, at 7:41 p.m., there being a quorum present.

The Invocation was given by Leslie H. York, followed by the Pledge of Allegiance to the Flag.

On a point of personal privilege, Allan E. Ames presented the following Resolution for Norbert D. Rhinerson. The Resolution was adopted by a unanimous vote of the Town Meeting body.

RESOLUTION

Honoring

Norbert D. Rhinerson

WHEREAS, Norbert D. Rhinerson has served the Reading Municipal Light Department as its Department Manager in an exemplary manner for fifteen years, and

WHEREAS, he uprooted his family from Kaukauna, Wisconsin, moved to Reading to serve the customers of the Reading Municipal Light Department, and

WHEREAS, through his actions and management skills the Reading Municipal Light Department has become the largest municipal electric system in Massachusetts, and

WHEREAS, he unselfishly gave of his time and energy to maintain an efficient and smooth running operation to the credit of himself, his managers and the employees of the Light Department.

BE IT RESOLVED that the Light Commissioners on behalf of the Towns of Reading, North Reading, Lynnfield and Wilmington join with the employees and customers of the Reading Municipal Light Department to express their appreciation for the dedication and excellent performance of Norbert D. Rhinerson for the period 1972 - 1987.... and wish him and his family good health and prosperity for the future.

ARTICLE 19. On motion of John H. Russell, it was voted to take Article 19 from the table.

On motion of James L. O'Leary, it was voted that the attached Proposed FY 1988 Budget as presented be approved and appropriated as follows:

Line Items 95 through 103 being approved and appropriated as stated. Funds are to be provided as follows:

Certified Free Cash - \$512,722 - to fund a portion of line 98 -
Contributory Retirement Assessment

Property Taxes, State Aid, and Non-Property-Tax Local Receipts -
\$3,746,964 - to fund the remainder of Line 98, and all of lines 95
through 97, and lines 99 through 103.

Line Items 104 through 114 being approved and appropriated as stated. Funds are to be provided as follows:

Property Tax Levy, State Aid, and Non-Property-Tax Local Receipts -
\$2,624,018

ARTICLE 20. On motion of Paul E. Landers, as amended, it was voted that the Town appropriate from the tax levy the sum of \$15,000 to perform studies relating to the need for, and feasibility of, remodeling, reconstruction or making outstanding repairs to the firehouse located on Pleasant Street, or for the purpose of adding an addition to the firehouse at said location, or construction of a new firehouse at said location, or at a different location.

ARTICLE #19

FY 88 BUDGET

TOWN MEETING
APPROVED

\$

COMMUNITY DEVELOPMENT:

CONSERVATION COMMISSION:

1	PERSONAL SERVICES	36,195
2	NON-PERSONAL EXPENSES	7,335

COMMUNITY PLAN & DEV COMMISSION:

3	PERSONAL SERVICES	31,132
4	NON-PERSONAL EXPENSES	5,041

ZONING BOARD:

5	PERSONAL SERVICES	2,100
6	NON-PERSONAL EXPENSES	2,210

HISTORICAL COMMISSION:

7	NON-PERSONAL EXPENSES	1,000
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BUILDING INSPECTOR:

8	PERSONAL SERVICES	50,670
9	NON-PERSONAL EXPENSES:	
	VEHICLE	
	OTHER	4,255

10	INDUSTRIAL DEVELOPMENT:	
	NON-PERSONAL EXPENSES	0

FINANCE:

FINANCE COMMITTEE:

11	PERSONAL SERVICES	2,250
	NON-PERSONAL EXPENSES:	
12	TOWN AUDIT	35,000
13	OTHER	350

14	RESERVE FUND	330,000 - \$175,000 from Overlay Reserve
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TOWN ACCOUNTANT:

15	PERSONAL SERVICES	67,068
16	NON-PERSONAL EXPENSES	1,400

BOARD OF ASSESSORS:

17	PERSONAL SERVICES:	
18	ELECTED OFFICIALS	10,530
19	OTHER	78,869
	NON-PERSONAL EXPENSES:	
20	REVALUATION	
21	OTHER	6,000

TOWN MEETING
APPROVED

\$

TOWN TREASURER:		
22	PERSONAL SERVICES	94,155
23	NON-PERSONAL EXPENSES	44,450
24	OUT OF STATE TRAVEL	250

TOWN COLLECTOR:		
25	PERSONAL SERVICES	96,916
26	NON-PERSONAL EXPENSES	16,870

DATA PROCESSING:		
27	NON-PERSONAL EXPENSES	66,540
28	OUT OF STATE TRAVEL	300
29	CAPITAL	50,000

\$

1,040,886

=====

GENERAL SERVICES:

SELECTMEN:		
30	PERSONAL SERVICES	
NON-PERSONAL EXPENSES:		
31	RELOCATE COUNCIL ON AGING	
32	TRAFFIC SYSTEM	
33	OTHER	9,630

CHARTER COMMISSION:		
34	NON-PERSONAL EXPENSES	0

TOWN MANAGER:		
35	PERSONAL SERVICES	108,255
36	NON-PERSONAL EXPENSES	66,030
37	OUT OF STATE TRAVEL	1,100

LAW:		
NON-PERSONAL EXPENSES:		
38	TOWN COUNSEL	85,000
39	LABOR COUNSEL	35,000
40	OTHER	5,000

PERSONNEL:		
41	PERSONAL SERVICES	12,480
42	NON-PERSONAL EXPENSES	6,500

		TOWN MEETING APPROVED ----- \$
TOWN CLERK:		
43	PERSONAL SERVICES	61,390
44	NON-PERSONAL EXPENSES	8,130
ELECTIONS AND REGISTRATION:		
45	PERSONAL SERVICES (REGISTRARS)	1,150
46	NON-PERSONAL EXPENSES	40,100
CASUALTY INSURANCE:		
47	NON-PERSONAL EXPENSES	301,373
INDEMNIFICATION POLICE/FIRE:		
48	NON-PERSONAL EXPENSES	30,000
SEALER WEIGHTS AND MEASURES:		
49	PERSONAL SERVICES	3,270
50	NON-PERSONAL EXPENSES	900
HUMAN SERVICES:		
BOARD OF HEALTH:		
51	PERSONAL SERVICES	81,795
52	NON-PERSONAL EXPENSES	48,355
53	OUT OF STATE TRAVEL	750
COUNCIL ON AGING:		
54	PERSONAL SERVICES	59,745
55	NON-PERSONAL EXPENSES	13,475
VETERANS AGENT:		
56	PERSONAL SERVICES	17,890
NON-PERSONAL EXPENSES:		
57	AID	20,000
58	OTHER	1,450
LIBRARY:		
59	PERSONAL SERVICES	325,034
60	NON-PERSONAL EXPENSES	95,127
61	OUT OF STATE TRAVEL	300
RECREATION:		
62	PERSONAL SERVICES	52,883
63	NON-PERSONAL EXPENSES	22,020

		\$
		1,514,132
		=====

TOWN MEETING
APPROVED

\$

PUBLIC SAFETY:

POLICE:		
64	PERSONAL SERVICES	1,610,243 - \$74,468 from
	NON-PERSONAL EXPENSES:	General Revenue
65	COMPUTER	Sharing
66	OTHER	176,647
67	OUT OF STATE TRAVEL	3,000
68	CAPITAL (RECORDER)	18,000
FIRE:		
69	PERSONAL SERVICES	1,608,445 - \$74,468 from
	NON-PERSONAL EXPENSES:	General Revenue
70	FIRE ENGINE	Sharing
71	GENERATOR	
72	AMBULANCE	
73	JAWS OF LIFE	
74	OTHER	73,795
75	OUT OF STATE TRAVEL	1,200
76	CAPITAL (RADIOS)	10,000
HAZARDOUS WASTE DISPOSAL:		
77	NON-PERSONAL EXPENSES	12,000
EMERGENCY MANAGEMENT		
78	PERSONAL SERVICES	1,050
79	NON-PERSONAL EXPENSES	1,150
ANIMAL CONTROL:		
80	PERSONAL SERVICES	15,590
81	NON-PERSONAL EXPENSES	5,850
82	CAPITAL (VAN)	11,000

\$

3,547,970

=====

PUBLIC WORKS:

BUILDING MAINTENANCE:		
	PERSONAL SERVICES	119,033
	NON-PERSONAL EXPENSES:	
	TRUCK	
	OTHER	160,900
	CAPITAL (LIBRARY ROOF)	35,000

		TOWN MEETING APPROVED ----- \$
ENGINEERING:		
	PERSONAL SERVICES	196,619
	NON-PERSONAL EXPENSES	5,065
PUBLIC WORKS ADMINISTRATION:		
	PERSONAL SERVICES	115,340
	NON-PERSONAL EXPENSES	10,700
	OUT OF STATE TRAVEL	300
HIGHWAY MAINTENANCE:		
	PERSONAL SERVICES	458,911
	NON-PERSONAL EXPENSES	298,471
	CAPITAL OUTLAY	310,000
RUBBISH COLLECTION AND DISPOSAL:		
	NON-PERSONAL EXPENSES	625,000
PARKS AND PLAYGROUNDS:		
	PERSONAL SERVICES	127,623
	NON-PERSONAL EXPENSES	30,046
	CAPITAL OUTLAY	17,000
FORESTRY:		
	PERSONAL SERVICES	113,680
	NON-PERSONAL EXPENSES	18,879
EQUIPMENT MAINTENANCE:		
	PERSONAL SERVICES	96,379
	NON-PERSONAL EXPENSES	107,781
	CAPITAL OUTLAY	109,400
PUBLIC WORKS SUBTOTALS:		
83	PERSONAL SERVICES	1,227,585
84	NON-PERSONAL EXPENSES	1,256,842
85	OUT OF STATE TRAVEL	300
86	CAPITAL	471,400

		2,956,127

SNOW AND ICE CONTROL:		
87	PERSONAL AND NON-PERSONAL	148,100

TOWN MEETING
APPROVED

\$

	CEMETERY:				
88	PERSONAL SERVICES	147,950	-	\$56,550	Cem Request Income
	NON-PERSONAL EXPENSES:				
89	CAPITAL EQUIPMENT	7,640	-	\$7,640	Cem Lot Sal
90	CAPITAL DEVELOPMENT	20,000	-	\$15,000	Cem Lot Sal
91	OTHER	30,185	-	\$5,000	Cem Lot Sal
		-----		\$4,550	Income Cem
	SUB TOTAL	205,775			Bequests

*	Lines 83 - 87; remainder of 88, 90, and 91	3,310,002	-	\$3,221,262.	
		=====			

	STREET LIGHTING				
92	NON-PERSONAL EXPENSES	108,596	-		See separate Motion
		=====			

SCHOOL:

SCHOOL DEPARTMENT:

	PERSONAL SERVICES	10,620,716			
	NON-PERSONAL EXPENSES	1,711,433			
	ATHLETICS	60,121			
	SPECIAL EDUCATION	471,175			

Combined ST	(93	SUBTOTAL	12,863,445	-	Combined OST not to exceed \$6,550.

	NORTHEAST REGIONAL VOCATIONAL				
94	SCHOOL DISTRICT ASSESSMENT	239,668			

\$

	13,103,113				
	=====				

DEBT SERVICE:

95	RETIREMENT OF DEBT	860,000	-	\$512,722. Certified Free cash.
96	INTEREST ON LONG TERM DEBT	227,963		
97	SHORT-TERM INTEREST EXPENSE	83,325		

EMPLOYEE BENEFITS:

	CONTRIBUTORY RETIREMENT			
98	ASSESSMENT	1,646,838		
99	NON-CONTRIBUTORY PENSIONS	85,140		
	UNEMPLOYMENT COMPENSATION			
100	BENEFITS	20,000		

TOWN MEETING
APPROVED

\$

101	GROUP HLTH & LIFE INS PREMIUMS	1,210,000
102	MEDICARE	25,000
103	WORKER COMPENSATION FUND	101,420

\$

4,259,686

WATER FUND:

OPERATIONS:

104	PERSONAL SERVICES	437,401
105	NON-PERSONAL EXPENSES	564,366

DEBT SERVICE:

106	RETIREMENT OF DEBT	160,000
107	INTEREST ON LONG TERM DEBT	86,000

CAPITAL OUTLAY:

108	SYSTEM IMPROVEMENTS	158,000
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SEWER FUND:

OPERATIONS:

109	PERSONAL SERVICES	138,323
110	NON-PERSONAL EXPENSES	148,058

111	WATER RESOURCES BOARD ASSESSMENT	653,920
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DEBT SERVICE:

112	RETIREMENT OF DEBT	245,000
113	INTEREST ON LONG TERM DEBT	32,950

CAPITAL OUTLAY:

114	SEWER CONSTRUCTION	
-----	--------------------	--

\$

2,624,018

\$

TOTAL : OPERATION OF TOWN & GOV'T 29,508,403

		TOWN MEETING APPROVED	

		\$	
	SPECIAL ARTICLES:		
115	ART 17 SCHOOL ROOF (BORROWING)	160,000	
116	ART 18 SCHOOL RENOVATION	60,000	
117	ART 20 FIRE STATION STUDY	15,000	
118	ART 22 POLICE TELEPHONE SYSTEM	660	
119	ART 26 BETTERMENT CRITERION RD	35,000	
120	ART 27 BETTERMENT CLOVER CIR	500	
121	ART 28 BETTERMENT BUCKSKIN DR	500	
122	ART 29 BETTERMENT EASTWAY & EXT	34,000	
123	ART 38 NO SMOKING	1,000	* NOT APPROVED

		\$	
		305,660	
		=====	
		\$	
GRAND TOTAL		29,814,063	
		=====	

Article 20 -- Background

*Board of Selectmen establish a Steering Committee for the study under Article 20, including:

- Fire Chief
- Fire Fighter
- Member Board of Selectmen
- Member of Fin Com
- Member of CPDC
- Town Manager
- Citizen Member

*Study will take 2-3 months beginning July 1, 1987.

*Results to be reported to Special Town Meeting, September 1987, for possible action.

*Study to include:

- Review of the present organization of the Fire Department
- Review Personnel needs
- Review Equipment needs
- Evaluate number of Fire Stations needed
- Evaluate possible locations for fire stations based on current and projected development of the Town
- Review dispatch operations including the possibility of combined police/fire dispatch

*Based on results of above, develop a schematic building design.

ARTICLE 21. On motion of Nils L. Nordberg, it was voted to indefinitely postpone Article 21.

ARTICLE 22. On motion of Paul E. Landers, it was unanimously voted that the Town authorize the lease purchase, of a telephone system for the Police Department, and appropriate \$660 from the tax levy therefor.

On motion of Paul E. Landers, it was unanimously voted that the Reading School Committee be and hereby is authorized to lease/purchase a new telephone system for the Reading Memorial High School. Funds currently budgeted FY88 are sufficient to cover the first year cost of a five-year lease/purchase plan.

ARTICLE 23. On motion of Eugene R. Nigro, it was voted that the Town appropriate from the tax levy the sum of \$46,000 for the purposes of maintenance and repair of the Grant Memorial Swimming Pool.

ARTICLE 24. On motion of John H. Russell, as amended, it was unanimously voted that the Town transfer the sums of \$903,000 and \$2,814,000 remaining from the appropriations made under Articles 8 and 9 of the June 19 and 23, 1986 Special Town Meetings, and consolidate said sums into one account and appropriate said consolidated amount for the purpose of designing and constructing a new Department of Public Works garage and related facility on land off Ash Street, acquired by the Town of Reading from the Trustees of TASC Realty Trust and from the Trustee of Reading Properties Trust, including site preparation, construction, originally equipping and furnishing said garage and related facilities and for planning, design, layout and construction and maintenance of a public way and railroad grade crossing across said land, in compliance with Massachusetts General Laws, Chapter 160, the requirements of the County Commissioners of Middlesex County and the Department of Public Utilities of the Commonwealth of Massachusetts, including the cost of acquisition of an easement from the Massachusetts Bay Transportation Authority and/or the Boston & Maine Railroad, to cross the railroad tracks of said Massachusetts Bay Transportation Authority and/or Boston & Maine Railroad and for the cost of all site preparation and design and construction of said public way and railroad grade crossing and easement and all other costs incidental thereto, including architectural, engineering and construction fees and services, inspection fees, relocation costs, contingencies and costs of financing in connection therewith and to authorize the Board of Selectmen to enter into any and all contracts, agreements and grant applications necessary therefor and incidental thereto, including without limitation, contracts for architectural, engineering and construction services and applications for a grant, or grants, to be used to defray all or any part of the cost of the said Department of Public Works garage, related facilities and public way and access thereto and to do all other acts and things necessary and

proper for carrying out the purposes of this vote and that all actions taken under this vote shall not be construed as negating any actions taken pursuant to the votes taken under Articles 8 and 9 of the June 19 and 23, 1986 Special Town Meetings, but rather a consolidation and amendment of said votes and that all actions taken pursuant to said votes are hereby confirmed and ratified in all respects.

ARTICLE 25. On motion of Paul E. Landers, it was voted that the Town authorize the Board of Selectmen to sell, or exchange, or dispose of, upon such terms and conditions as they may determine, the following equipment:

<u>DEPARTMENT</u>	<u>EQUIPMENT</u>
<u>CEMETERY</u>	1975 + 58' Toro Reel Type Triplex Mower
<u>DATA PROCESSING</u>	1977 DAC 2230 w/300 LPM Printer
<u>PUBLIC WORKS</u>	1975 International Harvester Aerial Bucket Truck 1975 Bobcat 610 Loader 1980 Chevrolet Pickup Truck 3 Police Vehicles
<u>POLICE</u>	
<u>GENERAL</u>	Temporary Building on the Grounds of Plat 73, Lot 1,

And the proceeds from such sales, exchanges, or tradeins are to be appropriated in addition to the designated portions of the above budgets for the purchase or replacement of equipment, such sums to be expended under the direction of the Town Manager.

ARTICLE 26. On motion of Eugene R. Nigro, it was unanimously voted that the Town accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Criterion Road, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift, or otherwise, and to assess betterments therefor and that the Town vote to accept the public way laid out by the Department of Public Works as Criterion Road and that the sum of \$35,000 be raised from the tax levy, and appropriated for acquisition of said land, or easement therein, or payment of any eminent domain damages and for the construction of said way, to be spent under the direction of the Town Manager.

ARTICLE 27. On motion of Mary S. Ziegler, it was unanimously voted that the Town accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Clover Circle, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift, or otherwise, and to assess betterments therefor and that the Town vote to accept the public way laid out by the Department of Public Works as Clover Circle and that the sum of \$500. be raised from the tax levy, and appropriated for acquisition of said land, or easement therein, or payment of any eminent domain damages and for the construction of said way, to be spent under the direction of the Town Manager.

ARTICLE 28. On motion of Mary S. Ziegler, it was unanimously voted that the Town accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Buckskin Drive, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift, or otherwise, and to assess betterments therefor and that the Town vote to accept the public way laid out by the Department of Public Works as Buckskin Drive and that the sum of \$500. be raised from the tax levy, and appropriated for acquisition of said land, or easement therein, or payment of any eminent

domain damages and for the construction of said way, to be spent under the direction of the Town Manager.

ARTICLE 29. On motion of Paul E. Landers, as amended, it was unanimously voted that the Town accept the report of the Board of Selectmen upon the laying out as a public way of the following private way known as Eastway and Eastway Extension, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Department of Public Works and filed in the office of the Town Clerk in accordance with the statutory requirements and that the Town authorize the Board of Selectmen to take such land in fee or rights of easements therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said land in fee or rights of easement therein, by purchase, gift or otherwise, and to assess betterments therefor and that the Town vote to accept the public way laid out by the Department of Public Works as Eastway and that the sum of \$34,000 be raised from the tax levy, and appropriated for acquisition of said land, or easement therein, or payment of any eminent domain damages and for the construction of said way, to be spent under the direction of the Town Manager.

ARTICLE 30. On motion of Allan E. Ames, it was voted that the subject matter of Article 30 be referred to the Municipal Light Board, and that said Board be and hereby is, authorized to install such additional street lights as in its judgment are required, and to make such changes in the size, type and locations of existing street lights, as it may deem advisable, the expenses of the same to be paid from the income of the plant.

ARTICLE 31. On motion of James L. O'Leary, it was voted to indefinitely postpone Article 31.

ARTICLE 32. On motion of Elizabeth W. Klepeis, it was voted that the Town accept a \$1000 bequest from the estate of Helen Symonds to the Reading Public Library. Said bequest is an unrestricted gift.

ARTICLE 33. On motion of Russell T. Graham, it was voted that the Town accept a gift of real estate located on Main Street and shown as Lot 37 on Board of Assessors Plat 225, from Francis R. Richards as an unrestricted gift.

ARTICLE 34. On motion of Russell T. Graham, it was voted that the Town accept a gift of real estate located on Main Street and shown as Lot 36 on Board of Assessors Plat 225, from Raymond E. and Carmen Bahr as an unrestricted gift.

ARTICLE 2. On motion of John H. Russell, it was voted to take Article 2 from the table.

The following Report of the Community Planning & Development Commission, presented by George V. Hines, was accepted as a report of progress.

REPORT TO TOWN MEETING UNDER ARTICLE 2

REPORT ON ARTICLES 36 & 37

The Community Planning and Development Commission held a Public Hearing in Room 16, Municipal Building, 16 Lowell Street, Reading, MA on Monday, April 6, 1987 regarding two proposed Zoning By-Law changes published in the Town Meeting Warrant April 14, 1987 as Articles 36 & 37.

Seven people attended the public hearing. A poll was taken of those attending with the following results:

Article 36: 0 for; 2 against; five abstaining
Article 37: 0 for; 1 against; five abstaining

At the April 22, 1987 meeting the Community Planning and Development Commission, the Commission voted (4-0-1) to not recommend these articles for the following reasons:

1. The CPDC has included a major review of the Zoning By-Laws as a priority item on our current work program. We believe that to make the proposed changes prior to complete a review of the Zoning By-Laws would:

a. further complicate and confuse the current by-laws which already need major codification.

b. make changes which may be suitable for a particular zone or development within the zone which may not be appropriate within the complete structure of the zoning for the entire community.

c. establish less restrictive requirements than might be established during a comprehensive review and would therefore grandfather in any development which might take place while they are in force.

d. the language of the article raised certain issues that need future consideration such as the necessity of including the Business C Zone and the potential confusion between corporate office use and other office use.

e. The desirability of considering different parking requirements for different parking uses such as static parking, visitor parking, and compact car parking.

For the forementioned reasons and since it is the CPDC's determination that no party will be aggrieved by a delay in making changes to the current parking requirements of Zoning By-Laws, we have voted to not recommend Articles 36 and 37 and urge Town Meeting to not pass these articles and indefinitely postpone these articles.

Respectfully submitted,

George V. Hines

ARTICLE 2. On motion of John H. Russell, it was voted to lay Article 2 on the table.

ARTICLE 36. On motion of John H. Russell, it was voted to lay Article 36 on the table.

ARTICLE 37. On motion of John H. Russell, it was voted to lay Article 37 on the table.

ARTICLE 38. On motion of John H. Russell, it was voted to indefinitely postpone Article 38.

ARTICLE 3. On motion of Ralph W. Barcroft, it was voted to take Article 3 from the table.

On motion of Ralph W. Barcroft, it was voted that the Community Planning & Development Commission, acting in consultation with Town Counsel, be and hereby is instructed to plan revisions to the zoning by-laws, specifically, to consider all matters relative to minimum lot size and appropriate dimensional controls on the construction of residential homes, with the intent of improving the appearance and aesthetics of home construction in Reading. Said actions to consider, but not be limited to, extension of site plan review powers to cover approval of residential subdivisions under Section 4.3.3. of the Zoning By-Laws, and to consider rapid phase-out of grandfathered non-conforming homes. The CPDC is instructed to report back on this matter at the Fall Town Meeting with a Report of Progress.

49 voted in the affirmative

46 voted in the negative

ARTICLE 3. On motion of Margaret W. Russell, it was voted that the Board of Selectmen be instructed to appoint a committee whose purpose shall be to advise the Finance Committee on the presentation of the Annual Budget to the next Annual Town Meeting, this committee to be composed of four Town Meeting Members, a representative of the Finance Committee, a representative of the School Committee, and a representative of the Board of Selectmen.

On motion of John H. Russell, it was voted that this Town Meeting stand adjourned sine die.

Meeting adjourned at 10:55 p.m.

103 Town Meeting Members were present.

A true copy. Attest:

Doris M. Fantasia

Doris M. Fantasia
Town Clerk

SUBSEQUENT TOWN MEETING
(Seal)
COMMONWEALTH OF MASSACHUSETTS
November 9, 1987

Middlesex, ss.

To either of the constables of the Town of Reading,
Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Reading qualified to vote in elections and Town affairs to meet at the Parker Middle School, 45 Temple Street in said Reading, on Monday, November 9, 1987, at seven-thirty o' clock in the evening to act on the following articles:

ARTICLE 1 To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Department of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Town Manager and any other Boards or Special Committees.

Board of Selectmen

ARTICLE 2 To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees.

Board of Selectmen

ARTICLE 3 To see if the Town will vote to amend the Capital Improvement Program as provided for in Section 7-7 of the Reading Home Rule Charter, or take any action with respect thereto.

Board of Selectmen

ARTICLE 4 To see if the Town will vote to amend the By-Laws of the Town of Reading to bring them into conformance with the Reading Home Rule Charter and to make certain other changes to said By-Laws by deleting the entire text of the General By-Laws entitled: "Town of Reading, Massachusetts By-Laws 1972 revised thru June 1983," and any amendments thereto and substituting therefor a revised text, entitled: "Town of Reading, Massachusetts By-Laws 1987", (with the exception of the use of highlighted typeface in the titles and text to indicate additions to the By-Laws and the crossed-out language which indicates deletions from the By-Laws which highlighting of typeface and which crossed-out language are not to be parts of the By-Laws to be adopted hereby) copies of which have been distributed to all Town Meeting Members and made available for public inspection at the office of the Town Clerk, the Town Manager's office, the Reading Public Library, and at this meeting, or take any other action with respect thereto.

By-Law Committee

ARTICLE 5 To see if the Town will vote to amend the By-Laws of the town, as most recently amended, by deleting in its entirety the existing text of Sections 1 through 12, inclusive, of Article XXIV entitled: "Personnel" and substituting therefor as Sections 1 through 7, the text of Sections 1 through 7, inclusive, as set forth in the document entitled: "Personnel By-Law, Dated September 23, 1987", copies of which have been distributed to all Town Meeting Members and made available for public inspection at the office of the Town Clerk, the office of the Town Manager, the Reading Public Library and at this meeting, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 6 To see if the Town will vote to amend "Schedule A-Classification Plan" of Article XXIV of the By-Laws of the Town of Reading, as most recently amended, by establishing or changing

ARTICLE 6 (continued)

the grades and/or positions as they relate to all or any of the employees of the following departments; and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for funding the changes authorized by this vote, or take any other action with respect thereto: Conservation, Community Planning & Development, Building Inspection, Town Accountant, Board of Assessors, Treasurer, Collector, Town Manager, Personnel, Town Clerk, Health, Council on Aging, Veterans, Library, Recreation, Police, Animal Control, Fire, Public Works, Cemetery.

Board of Selectmen

ARTICLE 7 To see if the Town will vote to amend "Schedule B-Compensation Plan" of Article XXIV of the By-Laws of the Town of Reading, as most recently amended, by modifying the existing pay ranges in the Compensation Plan by amounts to be determined by Town Meeting, and to see what sum the Town will raise by borrowing or from the tax levy, or transfer from available funds, or otherwise, and appropriate for funding the changes authorized by this vote, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 8 To see if the Town will vote to approve an Administrative Code pursuant to Section 6-1 of the Reading Home Rule Charter, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 9 To see if the Town will vote to authorize the Board of Selectmen to sell, or exchange, or dispose of, upon such terms and conditions as they may determine, various items of Town equipment, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 10 To see if the Town will vote to authorize the School Committee to sell, or exchange, or dispose of, upon such terms and conditions as they may determine, various items of School Department equipment, or take any other action with respect thereto.

School Committee

ARTICLE 11 To see whether the Town will transfer the sum of \$6240 from the "Personnel-Personal Services" account to the "Town Manager-Personal Services" account, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 12 To see whether the Town will vote to rescind the remaining bond authorization for the purpose of replacing the roof at the Alice M. Barrows Elementary School and a partial roof replacement at the Reading Memorial High School in the amount of \$13,200 authorized by Article 17 at the Annual Town Meeting on April 13, 1987, or take any other action with respect thereto.

Treasurer-Collector

ARTICLE 13 To see if the Town will vote to transfer the care, custody, management and control of the following described land or portions thereof, which presently constitute a portion of land held by the Reading School Committee for uses related to Reading Memorial High School, from the Reading School Committee to the Board of Selectmen of the Town of Reading for any other municipal purpose, including the possible sale or lease thereof, or take any other action with respect thereto:

Beginning at a point , said point being northerly 80.52 feet and northeasterly 12.5 feet from the northerly sideline of Longfellow Road;

Thence northeasterly 42.6 feet

Thence easterly 78.9 feet

ARTICLE 13 (continued)

Thence southerly 45.3 feet

Thence westerly 94.41 feet by land now or formerly of Keenan to said point of beginning of this description

Said parcel containing 3,690 square feet more or less.

Reading School Committee

ARTICLE 14 To see if the Town will vote to authorize the Board of Selectmen of the Town of Reading to convey all or any part of the following described land previously held by the Reading School Committee for uses related to Reading Memorial High School to Francis and Patricia Keenan, to determine the minimum amount to be paid for such conveyance, to authorize the Board of Selectmen to convey all or any part of said land for such amount or larger amount and upon such other terms and conditions as the Board of Selectmen shall consider proper and to deliver a deed therefore to said purchasers; and to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate to the Board of Selectmen for obtaining appraisals for such land and for carrying out the purposes of this vote; or take any other action with respect thereto:

Beginning at a point, said point being northerly 80.52 feet and northeasterly 12.5 feet from the northerly sideline of Longfellow Road;

Thence northeasterly 42.6 feet

Thence easterly 78.9 feet

Thence southerly 45.3 feet

Thence westerly 94.41 feet by land now or formerly of Keenan to said point of beginning of this description

Said parcel containing 3,690 square feet more or less.

Board of Selectmen

ARTICLE 15 To see if the Town will vote to transfer the care, custody, management, and control of the following described land, or any portion thereof, which constitutes a portion of the land acquired for the site of the new Department of Public Works garage and related facilities and access thereto under Article 7 of the June 19, 1986 Special Town Meeting, to the Board of Selectmen of the Town of Reading, for any municipal purpose, including the possible sale, lease or exchange thereof, or take any other action with respect thereto:

A strip of land approximately 10,200 square feet in area which approximates in size and location the area shown on the plan entitled: "Sketch Plan For Possible Access Road Location" dated August 1987 which constitutes a portion of the 6.6 acres of land, more or less, acquired from the Trustee of Reading Properties Trust by Deed dated November 14, 1986.

Board of Selectmen

ARTICLE 16 To see if the Town will vote to authorize the Board of Selectmen of the Town of Reading to convey all or any part of the following described land, which constitutes a portion of the land acquired for the site of the new Department of Public Works garage and related facilities and access thereto, under Article 7 of the June 19, 1986 Special Town Meeting, to John and Bette Biggio of Reading, Massachusetts in return for the conveyance to the Town of a parcel of land owned by the Biggios and being a portion of Board of Assessors' Plat 44, Lot 16, which land to be conveyed to the Town shall be at least of an equivalent area, and of a larger area if necessary, to that land to be conveyed to the Biggios so as to provide for the reproduction or replication of the amount of detention area lost by the Town by reason of the conveyance of the within Town property to John and Bette Biggio; to see what minimum amount, if any, shall be paid for the conveyance of all or any part of said Town property; to authorize the Board of Selectmen to convey all or any part of

ARTICLE 16 (continued)

said Town property for such amount or larger amount and upon such other terms and conditions as the Board of Selectmen shall consider proper and to deliver a deed or deeds therefore to said John and Bette Biggio; to authorize the Board of Selectmen to acquire in exchange therefore land of equivalent size or larger from John and Bette Biggio, to see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds or otherwise and appropriate to the Board of Selectmen to carry out the purposes of this vote; and that the Board of Selectmen are authorized to enter into agreements with private parties and state and federal agencies for financial and other assistance in connection with such conveyance and acquisition and to do all other acts and things necessary and proper for financial and other assistance and all things necessary and proper for carrying out the purposes of this vote, or to take any other action with respect thereto:

A strip of land of approximately 10,200 square feet in area which approximates in size and location the area shown on the plan entitled: "Sketch Plan for Possible Access Road Location" dated August 1987 which constitutes a portions of the 6.6 acres of land, more or less, acquired from the Trustee of Reading Properties Trust by Deed dated November 14, 1986.

Board of Selectmen

ARTICLE 17 To see if the Town will appropriate the sum of \$10,963.02 for School Department expenses from the "insurance reimbursement in excess of \$10,000" fund, or take any other action with respect thereto.

School Committee

ARTICLE 18 To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purposes of performing studies and related work regarding the need for and feasibility of constructing a new firehouse for the Town of Reading, including expenses for architectural fees, engineering fees, borings, surveys, appraisals for land acquisitions, and all other related matters in connection with the acquisition of land for and the design and construction of a new firehouse, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 19 To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise and appropriate for purpose of making extraordinary repairs, reconstruction, modification, or improvement to the Central Fire Station at Pleasant and Parker Streets, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 20 To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for purpose of providing handicapped access to various polling places in the Town of Reading, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 21 To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purposes of remodeling, reconstructing, or making extraordinary repairs to the Town Hall and/or the Town Hall Annex (old Library Building), including the construction of any additions or connectors to such buildings and for the cost of originally equipping and furnishing said Town Hall, Town Hall Annex and additions or connectors thereto, or take any other action with respect thereto.

Municipal Space Building Committee

ARTICLE 22 To see if the Town will vote to accept the provisions of Chapter 194 of the Acts of 1986 which authorizes the establishment of a Town scholarship fund to provide educational financial aid to deserving town residents and provides for the placement of a voluntary checkoff for a donation or pledge to such scholarship fund on municipal tax bills or motor vehicle excise tax bills; and to see if the Town will vote to authorize the establishment of such scholarship fund, placement of such a voluntary checkoff on such tax bills and all other actions authorized by Chapter 194 of the Acts of 1986, or take any other action with respect thereto.

School Committee

ARTICLE 23 To see if the Town will vote to amend the following Schedule of Fees, or any other action with respect thereto:

<u>AGENCY</u>	<u>PURPOSE</u>	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Health	Milk Stores	\$ 2.00	15.00
Sealer of W/M	Scales/capacity		
	10,000 lbs or over	50.00	50.00
	5,000 to 10,000 lbs	20.00	50.00
	1,000 to 5,000 lbs	15.00	20.00
	100 to 1,000 lbs	10.00	15.00
	10 to 100 lbs	5.00	10.00
	10 lb or less	4.00	5.00
	Each liquid capacity measure (except vehicle tanks) with a capacity of more than one gallon and measures on pumps	1.00	2.00
	Liquid measuring meters (except water meters)		
	Inlet pipe		
	1/2" or less	4.00	5.00
	1/2" to 1"	8.00	10.00
	1" or over		
	vehicle tank (pump)	15.00	25.00
	vehicle tank (gravity)	15.00	25.00
	bulk storage	30.00	30.00
	bulk storage (with certified power)	15.00	25.00
	Taximeters	10.00	10.00
	Machine or device for determining linear or area measurement	4.00	5.00
	Yardsticks	-	2.00
	Tape measure	-	2.00
	All weights and other measurements, each	.50	1.00
	Charges for repairs, alterations, adjustments or use of special facilities	15.00/hr	20.00/hr
	Return visit or minimum chg.	2.00	5.00

Board of Selectmen

ARTICLE 24 To see if the Town will vote to authorize the Board of Selectmen to convey and/or abandon certain rights of easements in Reading, Middlesex County, Massachusetts, situated on Lots D, E, F, and G as shown on a Plan entitled "Definitive Plan Haystack Road (revision), Reading, Mass," dated October 6, 1978 that were conveyed to the Town in a "conveyance of easements and utilities-Hopkins Farm" document dated June 15, 1976 and recorded in the Middlesex south District Registry of Deeds in Book 13005 Page 534; to determine the minimum amount to be paid for such conveyance and/or abandonment, and to authorize the Board of

ARTICLE 24 (continued)

Selectmen to convey or abandon all or any part of said right of easements for such amount or larger amount and such other terms and conditions as the Selectmen shall consider proper; or take any other action with respect thereto.

Board of Selectmen

ARTICLE 25 To see if the Town will adopt the following resolution or take any action with respect thereto.

Whereas the nuclear arms race is accelerating as more and more cruise missiles, submarine launched missiles, ICBM's and other lethal weapons are placed in readiness for use.

Whereas we have it within our power to reduce the chance of nuclear war by taking positive action.

Be it resolved that the citizens of the Town of Reading, Massachusetts and their representatives assembled in Town Meeting call upon the United States Congress, the President of the United States, and the State Department to negotiate with the U.S.S.R. as soon as possible a mutually verifiable Comprehensive Test Ban Treaty to halt the testing of nuclear weapons, and a treaty to reduce gradually the stockpiles of such weapons of both countries by not less than 50 per cent by the year 1992.

Be it further resolved that the United States proceed with an immediate unilateral reduction in nuclear warheads of 1 percent as a token of its good faith and intentions as a verifiable challenge to the U.S.S.R. to do likewise.

Copies of this resolution shall be transmitted to the presiding officer of each branch of Congress, the President of the United States, the State Department, and the Massachusetts Congressional delegation to be united with the resolutions adopted by other representative bodies of the citizens of this state and nation evidencing their urgent pleas for the elimination of the threat of such weapons to the security and existence of all peoples in the world.

By Petitioner

And you are directed to serve this Warrant by posting an attested copy thereof in at least three (3) public places in each precinct of the Town not less than fourteen (14) days prior to November 9, 1987, the date set for the meeting in said Warrant, and to publish this Warrant in a newspaper published in the Town, or by mailing an attested copy of said Warrant to each Town Meeting Member at least fourteen (14) days prior to the time of holding said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this 28th day of September, 1987.

John H. Russell, Chairman

Eugene R. Nigro, Vice Chairman

Russell T. Graham, Secretary

Paul E. Landers

Mary S. Ziegler

SELECTMEN OF READING

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on October 22, 1987, notified and warned the inhabitants of the Town of Reading, qualified to vote in elections and town affairs, to meet at the place and at the time specified by posting attested copies of this Warrant in the following public places within the Town of Reading:

- Precinct 1. Convenient Food Mart, 1349 Main Street
 Old Hose House, 1249 Main Street
 St. Athanasius Church, 300 Haverhill Street
- Precinct 2. Reading Police Station, 67 Pleasant Street
 Cumberland Farms, 305 Salem Street
 Anton Cleaners, 47 Harnden Street
- Precinct 3. Friendly Variety Store, 245 Washington Street
 Reading Liquors, 345 Main Street
 Wayside Bazaar, 107 Main Street
- Precinct 4. Hanson's Service Station, 4 West Street
 Dragon Corner Store, 206 West Street
 Spence Farm Market Gardens, 40 West Street
- Precinct 5. Community Center, 52 Sanborn Street
 B & M Railroad Station, High Street
 Joshua Eaton School, 365 Summer Avenue
- Precinct 6. Fire Station, 267 Woburn Street
 Housing for the Elderly, 1 Frank D.Tanner
 Drive
 Alice M. Barrows School, 16 Edgemont Avenue
- Precinct 7. Austin Preparatory School, 101 Willow Street
 P & S Convenient Store, 287 Lowell Street
 Town Hall, 16 Lowell Street
- Precinct 8. Meadowbrook Golf Club, 292 Grove Street
 Memorial High School, 62 Oakland Road
 Arthur W. Coolidge Jr. High School, 89 Birch
 Meadow Drive

The date of posting being not less than fourteen days prior to November 9, 1987, the date set for the meeting in this Warrant.

I also caused an attested copy of this Warrant to be published in the Reading Chronicle in the issue of October 23, 1987.

Sally M. Hoyt
Constable of Reading

SUBSEQUENT TOWN MEETING

W. S. Parker Middle School

November 9, 1987

The meeting was called to order by the Moderator, Paul C. Dustin, at 7:45 P.M., there being a quorum present.

The Invocation was given by Reverend Ronald St. Pierre of St. Agnes Church, followed by the Pledge of Allegiance to the Flag.

The warrant was partially read by the Town Clerk, when on motion of John H. Russell, it was voted to dispense with further reading of the Warrant, except the Officer's Return which was then read by the Town Clerk.

ARTICLE 1. On the motion of John H. Russell, it was voted to take Article 1 from the table.

ARTICLE 1. The 1987 Dorothy and Arnold Berger Award to Reading's Exemplary Teachers was presented by Richard H. Coco of the Reading School Committee, as follows:

Report to the Fall 1987 Town Meeting by the
Reading School Committee

Town Meeting Members and Citizens of Reading:

It is my pleasure this evening, as part of this Town Meeting, to present the Exemplary Teacher Awards for 1987 to two members of the Reading Teaching Staff chosen by their peers to be so honored.

To give some background to Town Meeting Members and others watching these proceedings that may be unfamiliar with this award, the Exemplary Teacher Award is the result of an inquiry three years ago to the Reading School Committee by Mr. Arnold Berger of Reading, a long time supporter of education in our Town, as to the possibility of creating a mechanism through which Reading Teachers who had demonstrated exceptional skill and ability in the education of our young people, could be honored.

From this initial inquiry, Mr. Berger, working with the then Superintendent of Schools, Dr. Wells, created and provided all of the necessary funds to support and maintain the Award that it is my pleasure to present this evening to two members of our teaching staff.

A committee of teachers and administrators chose the two exemplary teachers honored this evening.

The Committee solicited nominations and considered 28 outstanding candidates. All nominees shared the key qualities that are the criteria for the Award:

*Excellence in teaching

*A commitment to students both in and outside the classroom

*Demonstrated leadership with their colleagues

*Improvements to classroom instruction in Reading.

On behalf of Mr. Berger and the Reading School Committee, it is now my pleasure to introduce:

Barbara Kelley -- Special Education Teacher at
Joshua Eaton School

Jack McHugh -- Social Studies Teacher at
Parker Middle School

as the Exemplary Teachers for 1987.

They will both receive a plaque and check in recognition of the Award, provided through the generosity of Dorothy and Arnold Berger

All of you present this evening have had an opportunity to read the brochure describing the two recipients for this year. I would like to use this opportunity to share some of the material listed with those watching at home because it demonstrates all of the good and ideal qualities not only of the two recipients but of the dedication of the staff to the Reading School Department.

Barbara Kelley -- Special Education Teacher at
Joshua Eaton School

Barbara Kelley's love for children is well known to the faculty and parents of Joshua Eaton School. For the past six years at the Joshua Eaton School, she has been a Special Education Resource Room Teacher whose main responsibility is to provide academic instruction to children with major learning difficulties. Earlier, she was a tutor of special needs children. She provides the core academic instruction to these youngsters in her resource room, at the same time coordinates with the classroom teacher so that all of the children feel they are part of the mainstream.

Barbara's preparation for this assignment includes undergraduate study of psychology at Regis, a Masters Degree in Education at Boston State and a Master of Arts in Special Education also from Regis. She has taught elementary grades early in her career, raised three sons, and been active in church affairs.

Jack McHugh -- Social Studies Teacher at
Parker Middle School

Jack McHugh epitomizes those qualities in a teacher that have long been admired by generations in our country. A loving and caring teacher, he establishes relationships with students that last long after they leave Parker Middle School. Jack is a top notch teacher of social studies and has spent all of his 17 year career at Parker Middle School. Among the first of the faculty to arrive in the morning, he is usually the last to leave in the afternoon. An extraordinary worker, Jack extends great effort in planning his classes and developing worthwhile activities for his students.

Jack has earned Bachelor's and Master's Degrees with honors from Salem State College. Entry into his social studies teaching career was preceded by 23 years of service with the U.S. Marine Corps. In his second career as a teacher, he has earned a number of awards from the Freedom's Foundation at Valley Forge and has been recognized as one of the outstanding Social Studies teachers in the country.

On behalf of the members of the Reading School Committee and all your colleagues who were so ably represented by the teachers and administrators of the selection committee, I congratulate you on being named Exemplary Teachers for 1987.

You both serve as models for others to emulate and truly exemplify the high personal and professional qualities of your profession.

Richard H. Coco
Member, Reading School Committee

ARTICLE 1. The following report of the Town Manager, Peter I. Hechenbleikner, was accepted as a Report of Progress:

MID YEAR STATUS REPORT/PROJECTIONS

GENERAL

- Handicapped access to polling places accomplished
- Evaluation of Town owned-land - pending
- Bear Hill land sale - Winter 87-88
- Ticketing By-law - Spring 1988
- Solid Waste Policy Advisory Committee - Winter 87-88
- Smoking By-law implementation
- By-law amend - disposal surplus property
- Master Plan - 1988

PERSONNEL

- Employee assistance program - FY 1989
- Labor negotiations - 5 Town Bargaining Units
3 School Bargaining Units
- Pay/Class - Clerical - this Town Meeting
- Pay/Class - Other - by Spring Town Meeting
- Establishment of policies

PUBLIC WORKS

- Facility - report later
- Rail Station - Parking imp./regulation
- Drainage projects bid/awarded
- Equipment projects bid/awarded
- Stone chip seal in the Spring
- Bld. removal of library
- Road betterment - complete 2 weeks
- Haverhill Street - complete
- Pearl Street - complete
- Franklin Street - being surveyed - const. 1988
- Improvement of Common - Spring 1988

FINANCIAL

- Free Cash
- 53rd Payroll - Spring
- Sale of Real Estate
 - Community Center 1.332
 - Homart 6.00
 - Embassy 2.25
- Financial Planning
- Budget Format

ARTICLE 1. The following report of the Finance Committee, presented by Donald C. Allen, was accepted as a report of progress:

REPORT ON UNFUNDED PENSION LIABILITY
JULY 31, 1987

Mr. Moderator, Town Meeting Members:

A study of the Retirement Pension Plan of the Town of Reading with emphasis on the Town's Unfunded Pension liability was completed by Coopers & Lybrand recently. This study was presented in preliminary form to Town Officers on October 29, 1987.

For purposes of this presentation the following criteria were established:

1. The figures do not include the Municipal Light Department.

2. The cost of annuities purchased with employee contributions are not included (no cost to Town),
3. Cost of living increases in pensions due to inflation are not included as these are funded by the State.

The major actuarial assumptions are as follows:

1. Return of investments of 8%
2. Annual salary increases of 5%
3. Average retirement age of 63
4. Salary cap of \$30,000. For Pension computation this is State mandated
5. Disability Pensions based on U.A.W. experience with Police and Fire Disability experience factored in.

Given the above, the Town of Reading is not in as bad a financial situation as had been previously projected.

At July 31, 1987 the assets of the Pension Fund were \$3,434,260. The unfunded Pension liability at the date was \$16,821,704.

Note: The unfunded Pension liability can be thought of as the amount of Pension Funds (along with interest which will be earned on those funds) necessary to pay all the pensions of existing retirees and benefits due future retirees if the Town were to stop at July 31, 1987, contributing to the Pension fund.

The Town now, is basically on a "Pay as you go" basis.

The Finance Committee feels that there are three major reasons to attempt to fund this liability.

1. It is fiscally responsible to fund large liabilities to the extent financially possible. It is a serious responsibility of the Town to insure that these employee pensions are paid and should be addressed as soon as possible.
2. Whenever the Town of Reading goes into the Bonding Markets for funds, the rating houses (Moody's. Standard & Poors, D & B) examine the Town's unfunded pension liabilities and how the Town is handling that responsibility, as one of the 25 of 30 factors which establish the Town's Bond Rating. This has a direct effect on the rate of interest the Town pays for bonds.
3. The additional cost of fully funding the Pension Liability over a 40 year period is a reasonable amount. The estimated cost would be as follows:

	Current Pay As You Go Basis	Payment With Fully Funded in 40 years	Increase
1987	\$1,635,000	\$1,708,000	\$73,000
1988	1,725,000	1,726,000	1,000
1989	1,733,000	1,764,000	31,000
1990	1,728,000	1,784,000	56,000
1991	1,730,000	1,806,000	76,000

The Finance Committee believe that the funding of Reading's Pension Liability is a responsible and reasonable action to take. In preparation for Spring Town Meeting we will pursue the objective of implementing a program which will eventually result in a much more secure financial position for the Town and its employees.

Thank you.

ARTICLE 1. The following Modification of Hospital Trusts' Report by Town Counsel, H. Theodore Cohen, was accepted as a Report of Progress:

REPORT TO TOWN MEETING

RE: MODIFICATION OF HOSPITAL TRUST

By motion under article 23 of the November 13, 1984 Special Town Meeting, Town Meeting voted to authorize the Board of Selectmen and/or Commissioners of Trust Funds to modify the terms of the Anne S. Grouard Trust Fund, the Stephen S. Foster Trust Fund and the Gilman L. Parker Trust Fund, and such other trust funds as may exist and collectively known as the Hospital Trust Funds so that the annual income derived therefrom may be available and be drawn upon for defraying the expenses of needy citizens of the Town for the provision of in-home health care, for transportation to hospitals, or other approved medical centers or facilities, or for the provision of such other medically-related services as may be authorized by the Commissioners of Trust Funds.

Through an oversight, no real activity transpired on this matter until January, 1987 at which time a search commenced with the assistance of the Commissioners of Trust Funds, the Town Clerk, the Town Treasurer and Mr. Benjamin Nichols to locate the wills or other documents which established said trust funds. Ultimately, it was determined that the Anne S. Grouard Trust Fund was created under the will of George H. Grouard who died a domicilliary of New York, New York; that the Stephen S. Foster Trust Fund was created under the will of Harriet Foster; and that the Gilman L. Parker Trust Fund was created under the will of Gilman L. Parker. It was necessary to obtain certified copies of each will, and it was not until July, 1987 that we were able to obtain a certified copy of the will of George H. Grouard from the New York Surrogate's Court. Thereafter, a draft Complaint was prepared and forwarded to the Commissioners of Trust Funds on August 7, 1987. The Commissioners discussed this matter at their meeting of September 22, 1987 and recommended changes in the Complaint. Those changes were made, and a revised Complaint was forwarded to the Commissioners on October 9, 1987. Comments were received from the Commissioners on October 26, 1987, and on November 3, 1987 the Complaint was filed with the Middlesex Probate Court. The Complaint names as the only Defendant, James M. Shannon, as he is Attorney General of the Commonwealth of Massachusetts. The Attorney General's office has been contacted with regard to this Complaint and has agreed to accept service. The Attorney General's office is currently considering whether it will assent to the Town's petition to modify these trusts or whether it has any opposition to it.

If the Attorney General has no opposition, the Court may not require any further notice, and the matter can be done through an assented to motion and resolved in the immediate future. If the Attorney General does have opposition which cannot be resolved through negotiation, then the matter will have to be heard by a Judge of the Probate Court, which we will arrange as expeditiously as possible. At the moment, we do not anticipate that any other parties will need to be given notice of this Complaint, and that the entire matter can be resolved between the Town and the Attorney General's office.

ARTICLE 1. The following West Side Zoning Report of the Community Planning and Development Commission, presented by George V. Hines, was accepted as a Report of Progress:

REPORT OF PROGRESS

ARTICLE 3, MOTION OF RALPH W. BARCROFT

ADJOURNED ANNUAL TOWN MEETING, APRIL 30, 1987

The subject motion instructed the Community Planning and Development Commission (CPDC) to "plan revisions to the zoning by-laws...relative to the minimum lot size and appropriate dimensional controls on the construction of residential homes, with the intent of improving the appearance and aesthetics of house construction in Reading". The motion suggested CPDC consider extension of the site plan review process to residential subdivision and "rapid phase out of grandfathered non-conforming homes".

I am happy to report that Massachusetts General Laws preclude any forced elimination of residential non-conforming uses. The sections of our community where development occurred prior to the adoption of zoning regulations contain many lots and homes which are considered existing non-conforming and the private property rights of owners of such properties were acknowledged as zoning regulations developed. Lot size and dimensional and use controls on remaining portions of the community evolved as they were deemed appropriate and necessary for the community. As the community and our needs have changed and developed, Town Meeting has allowed changes for different uses and controls such as apartments, specific types of business zones, various density residential districts, townhouse districts, wetlands protection districts and municipal re-use districts. In fact this Town Meeting will be asked to consider a Planned Unit Development provision for our zoning by-laws. Economic pressure for development and redevelopment has continually increased and that pressure along with the societal changes has and will continue to expose gaps or quirks in our controls which in turn has resulted in situations which many of us find inappropriate for our community.

While we as a community are unable to undo the unhappy results of past oversights we can consider potential solutions to avoid future problems. The CPDC feels that these solutions can be of such far reaching effect and result on such long lasting impact that they deserve the comprehensive examination that can only occur through the process of master planning and indeed CPDC has already begun that process. With the cooperation of the Selectmen, the CPDC has formed the Reading Master Plan Advisory Committee. With the assistance of the MPAC, the Selectmen, other town boards, the Town Manager and most importantly the citizens and the expertise of the new Town Planner the CPDC will, over the next 12 to 18 months, develop a Master Plan. Among the results will be recommendations for comprehensive zoning by-law revisions and updating.

Sincerely,
George V. Hines
Chairman, CPDC

ARTICLE 1. On motion of John H. Russell, it was voted to lay Article 1 on the table.

ARTICLE 2. On motion of John H. Russell, it was voted to lay Article 2 on the table.

ARTICLE 3. On motion of Donald C. Allen, it was voted to amend the Capital Improvement Program as provided for in Section 7-7 of the Reading Home Rule Charter by adopting "Proposed Amendment to Capital Outlay Plan FY 1988 thru FY 1992 dated November 1987 by adding, under Public Safety, a line for "Fire Station Improvements" in the amount of \$5,000.00 with appropriation noted as the funding source, in the Fiscal Year 1988 column, and to amend the amount of total appropriations for FY 88 to \$857.93 Thousand Dollars.

PROPOSED AMENDMENT TO

Capital Improvement Plan - FY 1988 thru FY 1992

(cost in 000's)

Department/ Project	FY88	FY89	FY90	FY91	FY92
FINANCE					
Data Processing					
Equip.	<u>50(A)</u>	<u>50(A)</u>	<u>50(A)</u>	<u>50(A)</u>	<u>50(A)</u>
Total Finance	50(A)	50(A)	50(A)	50(A)	50(A)
PUBLIC SAFETY					
Fire Station Improvements	5(A)				
Fire Station	15(A)	1,485 (D)	-	-	-
Replace Car	-	13.5(A)	-	-	-
Replace Pick-Up Truck	-	-	13.5(A)	-	-
Replace Ladder Truck	-	-	300(D)	-	-
Replace Foam Bank	-	-	6(A)	-	-
Replace Alarm Truck	-	-	-	60(A)	-
Replace Radio Equipment	10(A)	10(A)	-	-	-
Traffic Lights	-	40(A)	150.(A)	235(A)	-
Police Recorder Equipment	18(A)	-	-	-	-
Radar Equipment	-	3(A)	-	-	-
Replace Animal Control Vehicle	11(A)	-	-	-	-
Total Public Safety	<u>(A) 104</u> (D) -	<u>116.5</u> 1,485	<u>219.5</u> 300	<u>345</u> -	<u>-</u> -

Note: Funding Source in parenthesis after project
 (A) Annual appropriate; (D) Debt to be authorized;
 (G) Grant or outside funding; (S) Sale of Real Estate Fund;
 (B) Betterments; (C) Sale of Cemetery lots; (E) Enterprise Fund

Capital Improvement Plan - FY 1988 thru FY 1992

(cost in 000's)

Department/ Project	FY88	FY89	FY90	FY91	FY92
PUBLIC WORKS					
Town Hall Renovation	1,885 (D)	-	-	-	-
DA Facility	-	120(D)	120(D)	-	-
Library Roof	35(A)	35(G)	-	-	-
Engineer Van	-	11(A)	-	-	-
<u>Street Overlay</u>					
Priority Walnut (P), Gould, Ash, Middlesex, Oakland, Haven(P) Ash.(P) Wartshorne(P)	71.03(A)	63.97(A)	67.17(A)	70.53(A)	70(A)
<u>St. Reconst.</u>					
Alana(P) Aston.(P) Vine, Bond, Freemont Corre, Chestnut, Locust, Cuburn, Mill, Short, South(P) Gleason	210(A)	240(A)	240(A)	240(A)	240(A)
<u>Parking Lot</u>					
Library	-	40(A)	-	-	-

Note: Funding Source in parenthesis after project
 (A) Annual appropriate; (D) Debt to be authorized;
 (G) Grant or outside funding; (S) Sale of Real Estate Fund;
 (B) Betterments; (C) Sale of Cemetery lots; (E) Enterprise Fund

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Capital Improvement Plan - FY 1988 thru FY 1992

(cost in 000's)

Department/ Project	FY88	FY89	FY90	FY91	FY92
PUBLIC WORKS					
(Cont)					
<u>Drainage</u>	100(A)	100(A)	130(A)	160(A)	160(A)
<u>Street Acceptance</u>					
Criterion Rd.	34(B)				
Eastway & Ext.	35(B)				
Clover Circle	.5(B)				
Buckskin Dr.	.5(B)				
Hanscom Ave. Ext.		1B			
Sunnyside Ext.		1B			
Waverly Ext.		1B			
Lilah Lane		1B			
Avalon Ext.		1B			
<u>Equipment Rep.</u>	109.4(A)	240(A)	210(A)	95(A)	129(A)
<u>Park Improvements</u>					
Pool	5 (A)	120(A)	10(A)	10(A)	10(A)
Other	12(A)	12(A)	12(A)	12(A)	12(A)
<u>Cemetery</u>					
Improvements	5(A)				
	15(C)	30(C)	30(C)	30(C)	30(C)
Equipment	7.64(C)	3(C)	3.2(C)	3.2(C)	28.2
<u>Water</u>					
Well Devl.	24(E)	24(E)	24(E)	24(E)	24(E)
Meter replace	100(E)	250(EG)	250(G)	-	-
Storage	-0-	-	-	1,500(ED)	-
Equip.	34(E)	-	-	-	-
	-	-	-	-	-
<u>Sewer</u>	-	-	-	-	-

Note: Funding Source in parenthesis after project
 (A) Annual appropriate; (D) Debt to be authorized;
 (G) Grant or outside funding; (S) Sale of Real Estate Fund;
 (B) Betterments; (C) Sale of Cemetery lots; (E) Enterprise Fund

Capital Improvement Plan - FY 1988 thru FY 1992
(cost in 000's)

Department/ Project	FY88	FY89	FY90	FY91	FY92
PUBLIC WORKS (Cont)					
Total Public Works					
	547.43	826.97	669.17	587.53	621
	1885	120	120	-	-
	-	35	50	-	-
	70	4	-	-	-
	22.64	33	33.2	33.2	58.2
	158	24	24	24	24
G		250	250	-	-
D	-	-	-	1,500	-

Note: Funding Source in parenthesis after project
 (A) Annual appropriate; (D) Debt to be authorized;
 (G) Grant or outside funding; (S) Sale of Real Estate Fund;
 (B) Betterments; (C) Sale of Cemetery lots; (E) Enterprise Fund

Capital Improvement Plan - FY 1988 thru FY 1992

(cost in 000's)

Department/ Project	FY88	FY89	FY90	FY91	FY92
SCHOOL					
Data Process.	35(A)	35(A)	35(A)	35(A)	35(A)
Roof Replace	160(D)	230(D)	160(A)	150(A)	60(A)
Space Remodl- Elem	-	-	-	20(A)	20(A)
Handicap Rem	12(A)	-	28(A)	-	12(A)
Energy Rel.	-	15(A)	15(A)	15(A)	15(A)
Veh. Replace	7(A)	7(A)	12(A)	10(A)	12(A)
Remodl. Decline Enroll	-	60(A)	-	60(A)	-
Comp. lab Remodl	-	20(A)	-	-	-
Replace Bleacher	20(A)	-	-	-	-
Flooring Imp.	10(A)	7.5(A)	10(A)	-	-
Curbin Imp.	-	19(A)	-	20(A)	-
Window Repl	-	-	-	25(A)	50(A)
Kitchen PMS	-	50(A)	-	-	-
Water Heater Replace	15(A)	10(A)	12(A)	10(A)	20(A)
Furniture	15(A)	15(A)	15(A)	15(A)	15(A)
Sump Pumps	5(A)	5(A)	5(A)	5(A)	-
Heat Imp.	-	10(A)	15(A)	-	-
Clock Rep. FMHS	7.5(A)	-	-	-	-
Exhaust Fans	6(A)	-	-	-	-

Note: Funding Source in parenthesis after project
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 (B) Betterments; (C) Sale of Cemetery lots; (E) Enterprise Fund

Capital Improvement Plan - FY 1988 thru FY 1992
(cost in 000's)

Department/ Project	FY88	FY89	FY90	FY91	FY92
COOL (Cont)					
Wreckstack PMS	-	8(A)	-	-	-
Ant PMS	13(A)	-	-	-	-
Transformer					
at RMHS	-	-	20(A)	-	-
Cond					
elace	6(A)	-	-	-	-
ild House					
ighting	-	-	-	20(A)	-
AL SCHOOLS					
	151.5	291.5	327	385	339
	160	230	-	-	-

ote: Funding Source in parenthesis after project
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 (G) Grant or outside funding; (S) Sale of Real Estate Fund;
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Capital Improvement Plan - FY 1988 thru FY 1992
(cost in 000's)

Department/ Project	FY88	FY89	FY90	FY91	FY92
TOTALS					
Appropriations	857.93	1464.97	1265.67	1367.53	1010
Debt	2,045.	1,835.	420	-	-
Grant	-	35	-	-	-
Sale of R.E.	-	-	-	-	-
Betterment	70	4	-	-	-
Cemetery Sale of Lots	22.64	33	33.2	33.2	58.2
Enterprise	158	24	24	24	24
EG Ent/Grant	-	250	250	-	-
ED Ent/Debt	-	-	-	1,500	-

Note: Funding Source in parenthesis after project
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 (G) Grant or outside funding; (S) Sale of Real Estate Fund;
 (B) Betterments; (C) Sale of Cemetery lots; (E) Enterprise Fund

ARTICLE 3. On motion of John H. Russell, it was voted to lay Article 3 on the table.

ARTICLE 4. On motion of Edward F. Murphy, it was voted that the Town amend the By-laws of the Town of Reading to bring them into conformance with the Reading Home Rule Charter and to make certain other changes to said by-laws by deleting the entire text of the General By-laws entitled: "Town of Reading, Massachusetts By-laws 1972 revised thru June 1983", and any amendments thereto and substituting therefor a revised text entitled: "Town of Reading, Massachusetts By-laws 1987". (with the exception of the use of highlighted typeface in the titles and text to indicate additions to the By-laws and crossed-out language which indicates deletions from the By-law which highlighting of typeface and which crossed-out language are not to be parts of the By-laws to be adopted hereby).

ARTICLE 5. On motion of Mary S. Ziegler, it was voted that the Town amend the By-laws of the Town as most recently amended, by deleting in its entirety the existing text of Sections 1 thru 12 inclusive of Article XXIV entitled "Personnel" and substituting therefore as Sections 1 thru 6 the text of Sections 1 thru 6 inclusive as set forth in the document entitled Article XXIV "Personnel" as distributed to Town Meeting Members and made available for public inspection.

ARTICLE 6. On motion of Mary S. Ziegler, it was voted to indefinitely postpone Article 6.

ARTICLE 7. On motion of Mary S. Ziegler, it was voted to indefinitely postpone Article 7.

ARTICLE 8. On motion of Benjamin E. Nichols, it was voted to lay Article 8 on the table.

ARTICLE 9. On motion of Russell T. Graham, it was voted to authorize the Board of Selectmen to sell, exchange or dispose of, upon such terms and conditions as the Town Manager may determine, a 1962 Allis Chalmers Bulldozer Model HD6, and a 1970 Diamond-Reo 25 yard Rubbish Packer Model DC-10142.

ARTICLE 10. On motion of Richard H. Coco, it was voted to authorize the School Committee to sell or exchange, or dispose of, upon such terms and conditions as they may determine, various items of School Department equipment.

ARTICLE 11. On motion of Mary S. Ziegler, it was voted that the Town transfer the sum of \$6240 from the "Personnel-Personal Services" account to "Town Manager-Personal Services" account.

ARTICLE 12. On motion of Elizabeth W. Klepeis, it was unanimously voted that the Town rescind the remaining Bond authorization for the purpose of replacing the school roof at the Alice M. Barrows Elementary School, and a partial roof replacement at the Reading Memorial High School in the amount of \$13,200 authorized by Article 17 at the Annual Town Meeting on April 13, 1987.

ARTICLE 13. Richard H. Coco moved to transfer the care, custody, management and control of the following described land or portions thereof, which presently constitute a portion of land held by the Reading School Committee for uses related to Reading Memorial High School, from the Reading School Committee to the Board of Selectmen of the Town of Reading for any other municipal purpose, including the possible sale or lease thereof:

Beginning at a point , said point being northerly 80.52 feet and northeasterly 12.5 feet from the northerly sideline of Longfellow Road;



By-Law Committee

Municipal Building

617 - 942-0500

READING, MASSACHUSETTS 01867

November 9, 1987

Dear Town Meeting Member:

Enclosed for your consideration and action at the Subsequent Town Meeting is your copy of the Town's By-Laws, as proposed by the By-Law Committee. As you know, the By-Law Committee has been charged by the Charter to bring the By-Laws into conformity with the provisions of the Charter.

The Committee has not attempted, at this time, to recodify the By-Laws, nor has it attempted to structure any changes other than those required to bring the By-Laws into conformity with the Charter.

Your copy shows the complete original text, with the crossed out wording indicating the deletions and the highlighted (darker) typeface indicating additions.

The Committee invites your comments and questions.

Thank you.

Sincerely,

BY-LAW COMMITTEE
Edward F. Murphy, Chairman
Philip B. Pacino, Clerk
George A. Theophanis
Nils L. Nordberg
Dolores S. Carroll

EFM/dsc

TOWN OF READING, MASSACHUSETTS

BY-LAWS

1987

ARTICLE I Town Meetings

Section 1. The Annual Town Meeting shall be held on the third Monday preceding the second Monday in April of each year for the election of Officers and for such other matters as required by law to be determined by ballot.

Section 2. All business of the Annual Town Meeting, except the election of such officers and the determination of such matters as required by law to be elected or determined by ballot, shall be considered at an adjournment of such meeting to be held at 7:30 P.M. on the second Monday in April except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day, or at a further adjournment thereof. A subsequent Town Meeting shall be held on the second Monday in November to consider and act on all business as may properly come before it, except the adoption of the annual operating budget, except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day.

Section 3. The polls for the Annual Town Meeting shall be opened at 7:00 A.M. and shall remain open until 8:00 P.M.

Section 4. Adjourned sessions of every Annual Town Meeting, after the first such adjourned session provided for in Section 2 of this Article, and all sessions of every subsequent Town Meeting, shall be held on the following Thursday at 7:30 P.M. and then on the following Monday at 7:30 P.M. and on consecutive Mondays and Thursdays unless a resolution to adjourn to another time is adopted by a majority vote of the Town Meeting Members present and voting.

Section 5. The Board of Selectmen shall give notice of the Annual and subsequent Town Meeting by causing an attested copy of the Warrant calling the same to be posted in at least three (3) public places in each precinct of the Town not less than fourteen (14) days prior to each meeting and either by causing such attested copy to be published at least fourteen (14) days prior to the time of holding such meeting, in a newspaper published in the Town or by mailing an attested copy of said Warrant to each Town Meeting Member at least fourteen (14) days prior to the time of holding said meeting.

Section 6. The Board of Selectmen shall give notice of each Special Town Meeting by causing an attested copy of the Warrant calling for same to be posted in at least three (3) public places in each precinct of the Town not less than fourteen (14) days prior to each meeting, and either by causing such attested copy to be published at least fourteen (14) days prior to the time of holding such meeting, in a newspaper published in the Town, or by mailing an attested copy of said Warrant to each Town Meeting Member at least fourteen (14) days prior to the time of holding said meeting.

Section 7. All articles for the Annual Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 P.M. on the fifth Monday preceding the date of election of Town Officers, unless this day is a holiday in which case the following day shall be substituted. All articles for the subsequent Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 P.M. on the fourth Monday of September of the year for the subsequent Town Meeting in which action is to be taken, unless this day is a holiday in which case the following day shall be substituted.

Section 8. The Board of Selectmen, after drawing a Warrant for a Town Meeting, shall immediately deliver a copy of such Warrant to each member of the Finance Committee, the Planning Board, Community Planning & Development Commission and the By-Law Committee.

Section 9. Any representative Town Meeting held under the provisions of Chapter 7 of the Acts of 1943 shall be limited to the Town Meeting Members elected under Section 3 thereof together with the Moderator, Chairman and Vice Chairman of the Finance Committee, Chairman of the Personnel Board, Chairman of the Board of Selectmen, Chairman of the School Committee, Chairman of the Board of Public Works, Chairman of the Trustees of the Public Library, Chairman of the Planning Board, Chairman of the Board of Cemetery Trustees and Chairman of the Light Board, who are designated as Town Meeting Members at large. Any Town Meeting Member who is both an elected member and a member at large shall be entitled to only one vote on each question or motion submitted to the consideration of the Town Meeting.

Section 10. The Town Clerk shall be the Clerk of the Town Meeting and shall be present at all Annual and Special Town Meetings. Should it be necessary for him to be absent, then the Assistant Town Clerk, or a Clerk Pro Tem elected by the Town Meeting body, shall act in his behalf.

ARTICLE II Conduct of Town Meetings

Section 1. In the conduct of all Town Meetings the following rules shall be observed:

Rule 1 All articles on the Warrant shall be taken up in the order of their arrangement in the Warrant unless otherwise decided by a majority vote of the Members present and voting.

Rule 2 Every person shall stand when speaking, shall respectfully address the Moderator, shall not speak until recognized by the Moderator, shall state his name, shall confine himself to the question under debate and shall avoid all personalities.

Rule 3 No person shall be privileged to speak or make a motion, until after he has been recognized by the Moderator.

Rule 4 No Town Meeting Member or person shall speak on any question more than ten (10) minutes without first obtaining the permission of the meeting.

Rule 5 No speaker at a Town Meeting shall be interrupted except by a Member making a point of order or privileged motion or by the Moderator.

Rule 6 The Moderator shall decide all questions of order subject to appeal to the meeting, the question on which appeal shall be taken before any other.

Rule 7 When a question is put, the vote on all matters shall be taken by a show of hands and the Moderator shall declare the vote as it appears to him. If the Moderator is unable to decide the vote by the show of hands, or if his decision is immediately questioned by seven (7) or more members, he shall determine the question by ordering a standing vote and he shall appoint tellers to make and return the count directly to him. On request of not less than twenty (20) members a vote shall be taken by roll call.

Rule 8 All original main motions having to do with the expenditure of money shall be presented in writing and all other motions shall be in writing if so directed by the Moderator.

Rule 9 No motion shall be received and put until it is seconded. No motion made and seconded shall be withdrawn if any Member objects. No amendment not relevant to the subject of the original motion shall be entertained.

10 When a question is under debate no motion shall be made except (1) to adjourn, (2) to lay on the table or pass a question, (3) to postpone for a certain time, (4) to commit, (5) to amend, (6) to postpone indefinitely, or (7) to fix a time for resuming debate and putting the question, and the aforesaid motions shall have precedence in the order in which they are arranged in this Rule.

11 Motions to adjourn (except when balloting for a question, and when votes are being taken) shall always be first in order. Motions to adjourn, to lay on the table and to take from the table shall be decided without debate.

12 The previous question shall be put in the following form or in some other form having the same meaning: "Shall the question now be put?" and until this question is decided debate on the main question shall be suspended. If the question is adopted the sense of the meeting shall immediately be taken upon any pending amendments, in the inverse order to that in which they were moved, except that the shortest or the longest time shall be put first, and finally the main question.

13 The duties of the Moderator and the conduct and order of proceeding at all Town Meetings, not prescribed by the Rules set forth in this Article, shall be governed by the rules of practice set forth in Robert's Rules of Order Revised, so far as they may be adapted to Town Meetings.

14 All committees shall be appointed by the Moderator or otherwise ordered by a vote of the Members present and voting.

15 When the final report of a committee is placed in the hands of the Moderator it shall be deemed to be received and a vote to accept the same shall discharge the committee, and shall not be equivalent to a vote to adopt it.

16 A majority of the Town Meeting Members shall constitute a quorum for doing business.

17 On each Article in a Warrant, involving the expenditure of money, the Finance Committee shall advise the Town Meeting as to its recommendations and the reasons therefor.

18 It shall be the duty of every Town Officer, and the members of every elected or appointed Town Board or Committee, to be in attendance at all Town Meetings and to give information thereof while any subject matter is under consideration affecting such Officer, Board or Committee.

19 All Committees shall report as directed by the Town Meeting. If no report is made within a year after the appointment, the Committee shall be discharged unless, in the meantime, the Town Meeting grants an extension of time.

20 A motion to reconsider any vote must be made at the final adjournment of the meeting at which the vote was passed, but such motion to reconsider shall not be made at any subsequent meeting unless the mover has given notice of his intention to make such a motion, either at the session of the meeting at which the vote was passed, or by written notice to the Town Clerk within twenty-four (24) hours after the adjournment of such session. There can be no reconsideration of a vote once reconsidered, or after a vote not to reconsider. The question in the warrant shall again be taken into consideration if it has been disposed of unless ordered by a vote of two-thirds (2/3) of the votes present.

The foregoing provisions relating to motions to

reconsider shall not apply to any such motion made by the Board of Selectmen and authorized by the Town Moderator as necessary for the reconsideration of actions previously taken by the Town Meeting by reason of state or federal action or inaction or other circumstances not within the control of the Town or Town Meeting. In the event such a motion to reconsider is made and authorized, said motion may be made at any time before the final adjournment of the meeting at which the vote was passed, said motion may be made even if the vote was already reconsidered or was the subject of a vote not to reconsider, and reconsideration may be ordered by a vote of two-thirds of the votes present.

Section 5. Notice of every vote to be reconsidered at an adjourned town meeting shall be posted by the Town Clerk in two conspicuous public places in each precinct of the Town as soon as possible after adjournment, and he shall, if practicable, at least one day before the time of the next following session of said adjourned meeting, publish such notice in some newspaper published in the Town. Said notice shall include the vote to be reconsidered and the place and time of the next following session of said adjourned meeting.

Section 6. Any registered voter inhabitant of the Town may speak at a Town Meeting, having first identified himself to the Moderator as an registered voter inhabitant of the Town. No registered voter inhabitant shall speak on any question more than five minutes without leave of the Town Meeting. Registered voters Inhabitants shall be given the privilege of speaking at Town Meetings only after all Town Meeting Members who desire to speak upon the question under consideration have first been given an opportunity to do so. Officers and Board and Committee Members who are not Town Meeting Members, shall have the same right to speak, but not to vote, as Town Meeting Members on all matters relating to their Office, Board or Committee.

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Section 2. The members of the Finance Committee, who are in office at the time this By-Law becomes effective, shall hold office until the expiration of the term for which they were appointed. An Appointment Committee consisting of the

ARTICLE I Town Meetings

Section 1. The Annual Town Meeting shall be held on the third Monday preceding the second Monday in April of each year for the election of Officers and for such other matters as required by law to be determined by ballot.

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Section 4. A motion to reconsider any vote must be made before the final adjournment of the meeting at which the vote was passed, but such motion to reconsider shall not be made at an adjourned meeting unless the mover has given notice of his intention to make such a motion, either at the session of the meeting at which the vote was passed, or by written notice to the Town Clerk within twenty-four (24) hours after the adjournment of such session. There can be no reconsideration of a vote once reconsidered, or after a vote not to reconsider. No article in the warrant shall again be taken into consideration after it has been disposed of unless ordered by a vote of two-thirds (2/3) of the votes present.

The foregoing provisions relating to motions to

reconsider shall not apply to any such motion made by the Board of Selectmen and authorized by the Town Moderator as necessary for the reconsideration of actions previously taken by Town Meeting by reason of state or federal action or inaction or other circumstances not within the control of the Town or Town Meeting. In the event such a motion to reconsider is made and authorized, said motion may be made at any time before the final adjournment of the meeting at which the vote was passed, said motion may be made even if the vote was already reconsidered or was the subject of a vote not to reconsider, and reconsideration may be ordered by a vote of two-thirds of the votes present.

Section 5. Notice of every vote to be reconsidered at an adjourned town meeting shall be posted by the Town Clerk in two conspicuous public places in each precinct of the Town as soon as possible after adjournment, and he shall, if practicable, at least one day before the time of the next following session of said adjourned meeting, publish such notice in some newspaper published in the Town. Said notice shall include the vote to be reconsidered and the place and time of the next following session of said adjourned meeting.

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ARTICLE III Finance Committee

Section 1. There shall be a Finance Committee consisting of ~~fifteen (15) voters of the Town. Eight (8) members of such committee shall constitute a quorum. No member of the Finance Committee shall be a Town Officer, member of an elected Board or Committee, or employee of the Town. A member of the Finance Committee can be an elected Town Meeting Member.~~

Section 2. The members of the Finance Committee, who are in office at the time this By-Law becomes effective, shall hold office until the expiration of the term for which they were appointed. An Appointing Committee consisting of the

Section 6. The Town Clerk shall cause to be permanently bound one or more copies of each Annual Town Report, which shall be kept in the Town Hall.

ARTICLE IX Town Treasurer-Collector and Town Accountant

Section 1. The ~~Collector of Taxes~~ Town Treasurer-Collector shall collect, under the title of Town ~~Collector~~ Treasurer-Collector, all accounts due the Town which are committed to him.

Section 2. Every department of the Town shall deliver to the Town Accountant at least once in every month a separate statement of each account due the Town arising through any transaction with such department. Upon receipt of such statements of accounts the Town Accountant shall commit such accounts to the Town Treasurer-Collector for collection. This section shall not apply to (1) taxes and special assessments, licenses and permits issued or granted by the various departments of the Town, (2) costs and fees charged by said departments, (3) interest on investments of sinking or trust funds, or (4) accounts due the Municipal Light Department.

Section 3. Any account committed by the Town Accountant, which the Town Treasurer-Collector is unable to collect by ordinary efforts may be referred by the Town Treasurer-Collector to the Town Accountant or Town Counsel for instruction as to procedure. So far as permitted by law any account or portion thereof may be abated by the department in which such account originated subject to the approval of the Town Manager. The Town Accountant shall be notified in writing of the abatement of any such committed account or portion thereof.

Section 4. The Town Treasurer-Collector shall, at least once in each week, pay over to the Treasurer's Accounts all money received by him during the preceding week or lesser period, including any sum received as interest on moneys received by him on all accounts committed to him and deposited in any bank. He shall give bond to the Town for the faithful performance of his duties in a form approved by the Commissioner of Corporations and Taxation Revenue and in such sum, not less than the amount that may be established by said Commissioner, as shall be fixed by the Selectmen.

ARTICLE X (Reserved for Future Use) Planning Board

There shall be a Planning Board consisting of five voters of the Town who shall perform the duties prescribed in Section 70 of Chapter 41 of the General Laws, as amended. The members of this Board shall be elected by a vote on the official ballot at the Annual Town Meeting in March 1971: two members for the term of three years, two for the term of two years, and one for the term of one year. At each annual meeting thereafter, one or two members of said Board shall be elected for the term of three years as the term of office of one or two members expire.

ARTICLE XI Council on Aging

Section 1. The Council on Aging shall consist of ten members appointed by the Board of Selectmen. All members shall be citizens of the town and at least two members shall be over 65 years of age. The Council shall meet and organize as soon as possible after July 1 of each year. At said meeting it shall elect its own chairman and any other officers it may deem necessary to conduct its business.

The term of appointment for all members shall be for three years and shall expire on the first day of July except the members of the Council shall be appointed initially as follows:

four members for the term of three years, three for the term of two years and three for the term of one year. Annually thereafter three or four members shall be appointed for the term of three years as the term of office of three or four members expire. The Council may appoint such clerks and other employees as it may require.

Section 2. If any member of the Council is absent from two (2) or more successive meetings or more than four (4) meetings in one year the other members of said Council may, by affirmative vote of its majority, request the Board of Selectmen to remove such absenting member from his membership and the Board of Selectmen may thereafter so remove such member and shall notify such member by mail of such removal.

Section 3. It shall be the duty of the Council to carry out programs designed to meet the problems of the aging in the Community.

ARTICLE XII Gas Inspector

Section 1. The Board of Selectmen Town Manager shall appoint annually on or before the first day of July a Gas Inspector who shall hold office for a term expiring on the thirtieth day of June in the following calendar year or until his successor is appointed and qualified.

His compensation shall be determined by the Board of Selectmen, subject to the appropriation of the Town therefor. He The Gas Inspector shall have the qualifications imposed by Section 3-0 of Chapter 143 of the General Laws, and his duties shall be as prescribed in said Section 3-0. The Gas Inspector He may, so far as is necessary for the performance of his duties, enter any building within the Town at any reasonable hour.

Section 2. The Board of Selectmen Town Manager may at any time appoint, for such term as it may determine, one or more assistant gas inspectors to act in the absence or disability of the Gas Inspector and, while so acting, each of them shall have and may exercise all of the powers and duties of the Gas Inspector. Assistant gas inspectors shall have the same qualifications as herein above set forth for the Gas Inspector.

Section 3. The Gas Inspector shall not inspect any building in which he has an interest or has installed or furnished any equipment or material. With respect to any such building, the Board of Selectmen Town Manager shall designate an assistant gas inspector or shall appoint a disinterested substitute gas inspector, with all the powers and duties of the Gas Inspector; and the compensation paid to such assistant or substitute in such case shall be deducted from the salary of the Gas Inspector.

ARTICLE XIII Town Reports and Records

Section 1. All Town Officers, Boards and Committees and the Town Counsel shall file an annual report of their doings with the Board of Selectmen on or before the fifth Monday preceding the first adjournment of the Annual Town Meeting of each year, and the Board of Selectmen shall cause such reports to be included in the Annual Town Report.

Section 2. The Board of Selectmen shall have the printed Annual Town Report ready for distribution not later than the first Monday preceding the first adjournment of the Annual Town Meeting of each year.

Section 3. Each Town Board and Committee shall cause records of its proceedings to be kept, and such records,

cepting as otherwise provided by law, shall be public records.

Section 4. The Board of Assessors shall publish for general circulation its valuation lists for real estate for the year 1973 and every second year thereafter, if the Town Meeting appropriates funds for this purpose. The Board of Assessors shall establish reasonable fees for the sale of said lists. After publication of the list for the year 1973, lists for subsequent years shall be printed in not less than the same quantity as the number sold of the preceding published valuation list.

Section 5. There shall be included as an integral part of the Annual Town Report every year the Board of Assessors' records of abatements on real estate taxes, other than statutory exemptions as defined by General Laws, Chapter 59, Section 5, such records to include the name and address of the taxpayer, the location of the property, and the total sum of money abated.

Section 6. The vote of each Town Meeting Member on all roll call votes recorded at a Town Meeting shall be included in the Annual Town Report.

Section 7. Written notification of all fund applications to be submitted by any Town board, commission, committee, or officer to any government agency, nonprofit or private organization shall be promptly forwarded to the Finance Committee, the Planning Board, Community Planning & Development Commission and the Board of Selectmen.

ARTICLE XIV Streets, Highways and Public Property

Section 1. No person shall place or cause to be placed any obstruction in any street, public place, or private way in the Town without the permission of the Board of Public Works Selectmen. The provisions of this Section 1 shall not apply to trashracks as defined in Article XXXVI of these By-Laws.

Section 2. No person shall form or conduct any parade in any street, sidewalk or public way within the Town, or form or conduct for the purpose of display or demonstration, any procession or assembly of people, except a military or funeral parade or procession, within such street, sidewalk or way, without first obtaining a written permit from the Board of Selectmen; and no person shall take part in any such parade, procession or assembly which is not authorized by such a permit. The application for such a permit shall identify (1) the person or organization seeking to conduct the parade and the parade chairman who will be responsible for its conduct, (2) the proposed date, starting and termination time, and route of the parade, (3) the approximate number of persons, animals and vehicles, and the type of animals and vehicles, to be in the parade, (4) the location of any assembly areas and the time its will begin to assemble at such areas, and (5) the intervals of space to be maintained between the parade's units. The applicant shall provide such further information as the Board of Selectmen shall find reasonably necessary for a fair termination as to whether a permit should be issued.

The Board of Selectmen shall issue a permit unless it finds that the conduct of the parade is reasonably likely to (1) cause injury to persons or property, provoke disorderly conduct, create a disturbance, (2) interfere unduly with proper fire and police protection for, and ambulance service to, areas contiguous to the proposed line of march or other areas in the town or (3) substantially interrupt the safe and orderly movement of other traffic contiguous to the parade route. The Board of Selectmen shall promptly notify the applicant and the Town Counsel of its decision, including the terms of the permit issued or the reasons for any denial or revocation of such a permit. Immediately upon the issuance of a parade permit, the

Board of Selectmen shall send a copy thereof to the Police Chief, Fire Chief, Board and Director of Public Works, and Town Counsel.

Section 3. The Superintendent of the Board Director of Public Works, for the purpose of removing or plowing snow or removing ice from any way within the limits of the Town and from the Town parking areas and from any other land owned or used by the Town, may remove or cause to be removed to some public garage or other convenient place, any vehicle parked upon such highway, parking area, or land and interfering with such work, and the storage charges and other cost of such removal shall be borne and paid by the owner of the vehicle.

Section 4. No person shall move or remove snow or ice from private lands upon any public street, sidewalk or common land of the Town in such a manner as to obstruct or impede the free passage of vehicular or pedestrian traffic upon the street, sidewalk or common land of the Town unless he has first obtained a permit therefor issued by the Board Director of Public Works.

Section 5. No person shall, during the period from November 15 to April 15, inclusive, discharge or pipe, or cause to be discharged or piped, any ground water onto a public way or sidewalk within the limits of the Town unless he has first obtained a permit therefor issued by the Board Director of Public Works.

Section 6. No person shall make or construct a driveway or other means of access or exit for motor vehicles on to a public way or across a sidewalk unless he has first obtained a permit therefor issued by the Board Director of Public Works.

Section 7. No person, except the duly authorized agents and employees of the Town, shall carry in or through any of the public streets or ways of this Town any rubbish, garbage, offal, contents of cesspools, or other offensive substances, unless the person so carrying the same shall have secured a permit therefor from the Board of Health, which permit may be issued by said Board upon such terms and conditions as it may determine. Any rule or regulation hereafter adopted by the Board of Health under this Section shall be published at least once in a newspaper, if any, published in the Town, otherwise in at least one newspaper of general circulation in the Town.

Section 8. Any person who intends to erect, repair or take down any building abutting on any way which the Town is obliged to keep in repair and desires to make use of any portion of said way for the purpose of placing thereon building materials or rubbish, shall give notice thereof to the Board of Public Works Selectmen and thereupon the Board of Public Works Selectmen may grant a permit to occupy such portion of said way, to be used for such purpose as in its judgment the necessity of the case demands and the security of the public allows. Such permit shall in no case be in force longer than ninety days and shall be issued on such conditions as the Board of Public Works Selectmen may require.

ARTICLE XV
Anti-Litter

Section 1. DEFINITIONS. For the purpose of this By-Law the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

(1) "Private receptacle" is a litter storage and collection receptacle as required or authorized in the Town.

(2) "Commercial Handbill" is any printed or written matter, any sample or device, circular, leaflet, pamphlet, paper, booklet, or any other printed or otherwise reproduced original or copy of any matter of literature:

(a) Which advertises for sale any merchandise, product, commodity, or thing; or

(b) Which directs attention to any business or mercantile or commercial establishment, or other activity, for the purpose of either directly or indirectly promoting the interest thereof by sales; or

(c) Which directs attention to or advertises any meeting, theatrical performance, exhibition, or event of any kind, for which an admission fee is charged for the purpose of private gain or profit; but the terms of this clause shall not apply where an admission fee is charged or a collection is taken up for the purpose of defraying the expenses incident to such meeting, theatrical performance, exhibition, or event of any kind, when either of the same is held, given or takes place in connection with the dissemination of information which is not restricted under the ordinary rules of decency, good morals, public peace, safety and good order; PROVIDED, that nothing contained in this clause shall be deemed to authorize the holding, giving or taking place of any meeting, theatrical performance, exhibition, or event of any kind, without a license, where such license is or may be required by any laws of this Commonwealth, or under any By-Law of this Town; or

(d) Which, while containing reading matter other than advertising matter, is predominantly and essentially an advertisement, and is distributed or circulated for advertising purposes, or for the private benefit and gain of any person so engaged as advertiser or distributor.

(3) "Garbage" is putrescible animal and vegetable wastes resulting from the handling, preparation, cooking and consumption of food.

(4) "Litter" is "garbage", "refuse", and "rubbish" as defined herein and all other waste material which, if thrown or deposited as herein prohibited, tends to create a danger to public health, safety and welfare.

(5) "Newspaper" is any newspaper of general circulation as defined by general law, any newspaper duly entered with the Post Office Department of the United States, in accordance with Federal Statute or regulation, and any newspaper filed and recorded with any recording officer as provided by general law; and, in addition thereto, shall mean and include any periodical or magazine regularly published and distributed to the public.

(6) "Non-Commercial Handbill" is any printed or written matter, any sample, or device, circular, leaflet,

pamphlet, newspaper, magazine, paper, booklet, or any other printed or otherwise reproduced original or copy of any matter of literature not included in the aforesaid definitions of a commercial handbill or newspaper.

(7) "Park" is a park, reservation, playground, beach, recreation center or any other public area in the Town, owned or used by the Town and devoted to recreation or conservation.

(8) "Person" is any person, firm, partnership, association, corporation, company or organization of any kind.

(9) "Private Premises" is any dwelling, house, building, or other structure, designed or used either wholly or in part for private residential purposes, whether inhabited or temporarily or continuously uninhabited or vacant, and shall include any yard, grounds, walk, driveway, porch, steps, vestibule or mailbox belonging or appurtenant to such dwelling, house, building or other structure.

(10) "Public Place" is any and all streets, sidewalks, boulevards, alleys or other public ways and any and all public parks, squares, spaces, grounds and buildings.

(11) "Refuse" is all putrescible and nonputrescible solid wastes (except body wastes), including garbage, rubbish, ashes, street cleaning, dead animals, abandoned automobiles or trucks, and solid market and industrial wastes.

(12) "Rubbish" is nonputrescible solid wastes consisting of both combustible and non-combustible wastes, such as paper, wrappings, cigarettes, cardboard, tin cans, yard clippings, leaves, wood, glass, bedding, crockery and similar materials.

(13) "Vehicle" is every device in, upon, or by which any persons or property is or may be transported or drawn upon a highway, including devices used exclusively upon stationary rails or tracks.

Section 2. LITTER IN PUBLIC PLACES. No person shall throw or deposit litter in or upon any street, sidewalk or other public place within the Town except in public receptacles, in authorized private receptacles for collection, or in official Town dumps or incinerators.

Section 3. PLACEMENT OF LITTER IN RECEPTACLES SO AS TO PREVENT SCATTERING. Persons placing litter in public receptacles or in authorized private receptacles shall do so in such a manner as to prevent it from being carried or deposited by the elements upon any street, sidewalk or other public place or upon private property.

Section 4. SWEEPING LITTER INTO GUTTERS PROHIBITED. No person shall sweep into or deposit in any gutter, street or other public space within the Town any accumulation of litter or construction materials from any building or lot or from any public or private sidewalk or driveway. Persons owning or occupying property shall keep the sidewalk in front of their premises free of litter.

Section 5. MERCHANTS DUTY TO KEEP SIDEWALKS FREE OF LITTER. No person owning or occupying a place of business shall sweep into or deposit in any gutter, street or other public place within the Town the accumulation of litter from any building or lot or from any public or private sidewalk or driveway. Persons owning or occupying places of business within the Town shall keep the sidewalk in front of their business premises free of litter.

Section 6. LITTER THROWN BY PERSONS BY FROM VEHICLE. No person, while a driver or passenger in a vehicle, shall throw or deposit litter upon any street or other public place within the

Town, or upon private property.

Section 7. TRUCK LOADS CAUSING LITTER. No person shall drive or move any truck or other vehicle within the Town unless such vehicle is so constructed or loaded as to prevent any load, contents or litter from being blown or deposited upon any street, alley or other public or private place; and all such persons and vehicles, when so required, shall be duly licensed according to the provisions of the General Laws of the Commonwealth and the rules, regulations and By-Laws of the Town.

Section 8. LITTER IN PARKS. No person shall throw or deposit litter in any park within the Town except in public receptacles and in such a manner that the litter will be prevented from being carried or deposited by the elements upon any part of the park or upon any street or other public place. Where public receptacles are not provided, all such litter shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere as provided herein.

Section 9. LITTER IN FOUNTAINS. No person shall throw or deposit litter in any fountain, pond, stream, river or any other body of water in a park or elsewhere within the Town.

Section 10. THROWING OR DISTRIBUTING COMMERCIAL HANDBILLS IN PUBLIC PLACES. No person shall throw or deposit any commercial or non-commercial handbill in or upon any sidewalk, street or other public place within the Town, nor shall any person hand out or distribute or sell any commercial handbill in any public place. Provided, however, that it shall not be unlawful on any sidewalk, street, or other public place within the Town for any person to hand out or distribute, without charge to the receiver thereof, any non-commercial handbill to any person willing to accept it.

Section 11. PLACING COMMERCIAL AND NON-COMMERCIAL HANDBILLS ON VEHICLES. No person shall throw or deposit any commercial or non-commercial handbill in or upon any vehicle. Provided, however, that it shall not be unlawful in any public place for a person to hand out or distribute without charge to the receiver thereof, a non-commercial handbill to any occupant of a vehicle who is willing to accept it.

Section 12. DEPOSITING COMMERCIAL AND NON-COMMERCIAL HANDBILLS ON UNINHABITED OR VACANT PREMISES. No person shall throw or deposit any commercial or non-commercial handbill in or upon any private premises which are temporarily or continuously uninhabited or vacant.

Section 13. PROHIBITING DISTRIBUTION OF HANDBILLS WHERE PROPERLY POSTED. No person shall throw, deposit or distribute any commercial or non-commercial handbill upon any private premises, if requested by any one therein not to do so, or if there is placed on said premises in a conspicuous position near the entrance thereof, a sign bearing the words: "No Trespassing", "No Peddlers or Agents", "No Advertisement", or any similar notice, indicating in any manner that the occupants of said premises do not desire to be molested or have their right of privacy disturbed, or to have any such handbills left upon the premises.

Section 14. DISTRIBUTING COMMERCIAL AND NON-COMMERCIAL HANDBILLS AT INHABITED PRIVATE PREMISES. No person shall throw, deposit or distribute any commercial or non-commercial handbill in or upon private premises which are inhabited, except by handing or transmitting any such handbill directly to the owner, occupant, or other person then present in or upon such private premises. Provided, however, that in case of inhabited private premises which are

not posted, as provided by this By-Law, such person, unless requested by anyone upon such premises not to do so, may place or deposit any non-commercial handbill in or upon such inhabited premises, if such handbill is so placed or deposited as to secure or prevent such handbill from being blown or drifted about such premises or sidewalks, streets, or other public places, and except that mailboxes may not be so used when so prohibited by Federal postal law or regulations. The provisions of this section shall not apply to the distribution of mail by the United States, nor to newspapers (as defined herein) except that newspapers shall be placed on private property in such a manner as to prevent their being scattered by the elements upon any street, sidewalk or other public place.

Section 15. DROPPING LITTER FROM AIRCRAFT. No person in any aircraft shall throw out, drop or deposit within the Town any litter, handbill or any other object.

Section 16. POSTING NOTICES PROHIBITED. No person shall post or affix any notice, poster or other paper or device, calculated to attract the attention of the public, to any lamp post, public utility pole or shade tree, or upon any public structure or building, except as may be authorized or required by law.

Section 17. LITTER ON OCCUPIED PRIVATE PROPERTY. No person shall throw or deposit litter on any occupied private property within the Town, whether owned by such person or not, except that the owner or person in control of private property may maintain authorized private receptacles or structures for collection in such a manner that litter will be prevented from being carried by the elements or deposited upon any street, sidewalk or other public place or upon any private property.

Section 18. OWNER TO MAINTAIN PREMISES FREE OF LITTER. The owner or person in control of any private property shall at all times maintain the premises free of litter. Provided, however, that this section shall not apply to leaves or yard clippings nor prohibit the storage of litter in private receptacles or in otherwise lawful conforming structures.

Section 19. LITTER ON VACANT LOTS. No person shall throw or deposit litter on any open or vacant private property within the Town whether owned by such person or not, unless duly licensed by the Board of Health under applicable provisions of the General Laws of the Commonwealth or By-Laws of the Town.

Section 20. CLEARING OF LITTER FROM OPEN PRIVATE PROPERTY BY THE TOWN.

(a) **Notice to Remove.** The Board of Health is hereby empowered to notify the owner of any open or vacant private property within the Town or the agent of such owner to properly dispose of litter located on such owner's property which is dangerous to public health, safety or welfare, or the Board of Health may proceed to abate a nuisance as defined and provided by General Laws, Chapter III, as amended. Such notice shall be by registered mail or certified mail, addressed to said owner at his last known address; or such notice may be served upon such owner or agent by a constable or other legal officer as provided by law, and authorized to serve such process.

(b) **Action upon Non-Compliance.** Upon the failure, neglect or refusal of any owner or agent so notified, to properly dispose of litter dangerous to the public health, safety or welfare, within twenty-four hours, or within such other time as the Board of Health deems reasonable, after receipt of such written notice provided for in subsection (a) above, or within fifteen days after the date of such notice in the event the same is returned to the Town Post Office Department because of its inability to make delivery thereof, provided the same was properly addressed to the last known address of such owner or

agent, the Board of Health is hereby authorized and empowered to pay for the disposing of such litter or order its disposal by the Town.

(c) Charge Included in Tax Bill. When the Town has effected the removal of such dangerous litter or has paid for its removal, the actual cost thereof, plus accrued interest at the rate of six per cent per annum from the date of the completion of the work, shall be charged to the owner of such property on the next regular tax bill forwarded to such owner, if not paid by such owner prior thereto, by the Town and said charge shall be due and payable by said owner at the time of payment of such bill. Any such claim for the expense by said Board or Town in so doing shall constitute a debt due the Town upon the completion of the work and the rendering of an account thereof to the owner, and is recoverable from such owner in an action of contract, together with interest thereon at the rate of six per cent per annum from the date said debt becomes due and payable.

(d) Recorded Statement Constitutes Lien. Where the full amount due the Town is not paid by such owner within thirty days after the disposal of such litter, as provided for in subsections (a) and (b) above, then, and in that case, the Board of Health or the Town may cause to be recorded in the Registry of Deeds a sworn statement showing the cost and expense incurred for the work, the date the work was done and the location of the property on which said work was done. The recording of such sworn statement shall constitute a lien on the property, and shall remain in full force and effect for the amount due in principal and interest, plus cost of court, if any, for collection, until final payment has been made. Said costs and expenses shall be collected in the manner fixed by law for the collection of taxes. Sworn statements recorded in accordance with the provisions hereof shall be prima facie evidence that all legal formalities have been complied with and that the work has been done properly and satisfactorily and shall be full notice to every person concerned that the amount of the statement, plus interest, constitutes a charge against the property designated or described in the statement and that the same is due and collectible as provided by law. Such lien may be dissolved by filing with the register of deeds for record or registration, as the case may be, in the county or district, if the county is divided into districts, where the land lies, a certificate from the ~~Collector of Taxes of the Town~~ **Town Treasurer-Collector** that the debt for which the lien attached, together with interest and costs thereon, has been paid or abated. Such ~~Collector~~ **Town Treasurer-Collector** shall have the same powers and be subject to the same duties with respect to such claim as in the case of the annual taxes upon real estate; and the provisions of law relative to the collection of such annual taxes, the sale or taking of land for the non-payment thereof, and the redemption of land so sold or taken shall apply to such claim.

Section 21. SEPARATE OFFENSES. Each day any violation of the provisions of this By-Law is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.

Section 22. SEPARABILITY. If any section, subsection, sentence, clause, phrase or portion of this By-Law is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

ARTICLE XVI Contracts

Section 1. No Town Officer or member of any Board, Department, Committee, Commission, Authority or Trusteeship shall in behalf of the Town, approve, make or join in the making of any contract, bargain or agreement in, through or by which he has either directly or indirectly any financial or pecuniary interest otherwise than in common with the citizens of the Town in general.

Section 2. No Town Officer or member of any Board,

Department, Committee, Commission, Authority or Trusteeship shall receive any fee, payment or financial compensation whatever, except his salary or other compensation as provided by law, or by vote of the Town, for any work or service performed by him, in connection with his duties as a Town Officer or member of such Board, Department, Committee, Commission, Authority or Trusteeship.

Section 3. No present or former municipal employee shall violate any of the conflict of interest provisions in Chapter 268A of the Massachusetts General Laws, as amended from time to time.

Section 4. Any present municipal employee shall be entitled, to the extent permitted by law, to the opinion of Town Counsel upon any question arising under said Chapter 268A relating to the duties, responsibilities, and interests of such employee. Such employee and Town Counsel shall follow the provisions and procedure set forth in said Chapter with respect to any such opinion.

Section 5. The Town Boards and Officers of the different Town Departments authorized to make contracts shall call for competitive bids on all labor (except professional services) or material to be furnished to the Town where the cost or estimated cost to the Town of said labor and materials to be so furnished equals or exceeds the sum of Four Thousand Dollars (\$4,000) except in cases of special emergency involving the health or safety of the people or their property. Said calls for bids shall be advertised by publishing the same in at least one newspaper of general circulation in the Town, and by posting it in the Town Hall, such publication and posting to be at least one week before the time specified for the opening of said bids. The advertisement shall require each proposal to be sealed and properly designated, shall announce the place, date and hour at which the proposals will be opened, and shall reserve to the Town the right to reject any or all such bids. The bids as received shall be deposited in a box securely locked, and at the time and place named shall be opened in public and read in the presence of the Officer or a member of the Board or an authorized representative of that Board, authorized by the Town to make the contract. No bids shall be received after the time advertised for opening said bids.

Section 6. The Officers of the different Town Departments shall attempt to obtain at least 3 bids on all labor (except professional services) or material to be furnished to the Town where the cost or estimated cost to the Town of said labor or material to be so furnished exceeds the sum of Three Thousand Dollars (\$3,000) but is less than the sum of Four Thousand Dollars (\$4,000). This section and Section 5 shall not be applicable to purchase of textbooks by the School Department pursuant to Chapter 71, Section 48 of the General Laws or to the purchase of books and related materials for School Library and Public Library purposes unless the School Committee or the Board of Library Trustees deem it to be in the best interest or advantage of the Town.

Section 7. No bill or contract shall be split or divided for the purpose of evading any provision of this Article.

Section 8. No person who is a member of any Board of elective officers shall hold any remunerative office by virtue of an appointment by such Board unless said appointment is authorized by vote of the Town at an Annual Town Meeting.

ARTICLE XVII Licenses

Section 1. The Board of Selectmen may license suitable persons, upon such terms and conditions as the Board shall determine, to be dealers in and keepers of shops for the purchase, sale or barter of junk, old metals and second-hand articles, and no person shall be such a dealer or keeper without a license.

Section 2. The Board of Selectmen may also license suitable persons as junk collectors, to collect by purchase or otherwise, old metals and second-hand articles from place to place in the Town, and no person shall engage in such business without such a license.

Section 3. No person shall use any building, enclosure, or other structure for the storage, sale, or keeping of rags, waste paper stock, or other inflammable material without a license therefor from the Board of Selectmen.

Section 4. The Board of Selectmen may license suitable persons to use vehicles for the transporting for hire of goods, wares, furniture or rubbish, within the Town of Reading. All persons engaging in such transportation for hire within the Town of Reading shall take out such number of licenses as will equal the greatest number of such vehicles to be used at any one time by said person during the year for which the license is issued. Such license shall expire on the thirtieth day of April of each year, and may be revoked at the pleasure of the Selectmen.

Section 5. No person shall engage in the business of transporting for hire, goods, wares, furniture or rubbish as specified in Section 4 of this Article without first obtaining a license or licenses therefor as above set forth.

Section 6. Every person licensed under the provisions of this Article shall cause his name and the number of his license to be printed or placed in plain legible words and figures in a conspicuous place on the outside of each vehicle used in exercising said license.

Section 7. The following schedule of fees shall be established:

Printing and indexing assignment for the benefit of creditors	\$ 5.00
Entering amendment of a record of the birth of an illegitimate child subsequently legitimized	5.00
Correcting errors in a record of birth	5.00
Furnishing certificate of birth	3.00
Furnishing an abstract copy of a record of birth	2.00
Entering delayed record of birth	5.00
Entering certificate of a person conducting business under any title other than his real name	10.00
Entering by a person conducting business under any title other than his real name, of statement of change of his residence or of his discontinuance, retirement or withdrawal from, or of a change of location of such business	5.00
Furnishing certified copy of certificate of person conducting business under any title other than his real name or a statement by such person of his discontinuance, retirement or withdrawal from such business	3.00
Recording the name and address, the date and number of the certificate issued to a person registered for the practice of podiatry in the Commonwealth	10.00
Correcting errors in a record of death	5.00
Furnishing a certificate of death	3.00
Furnishing an abstract copy of a record of death	2.00
Issuing and recording licenses to keepers of intelligence offices	25.00
Issuing and recording Pawnbrokers License	100.00

Issuing and recording licenses to keepers of billiard saloons, pool or sippio rooms or tables, bowling alleys, etc., 1st table or alley	30.00
add'l.	15.00
Entering notice of intention of marriage and issuing certificate thereof	10.00
Entering certificate of marriage filed by persons married out of the Commonwealth	3.00
Issuing certificate of marriage	3.00
Furnishing an abstract copy of a record of marriage	2.00
Correcting errors in a record of marriage	5.00
Recording Power of attorney	5.00
Recording certificate of registration granted to a person to engage in the practice of optometry, or issuing a certified copy thereof	10.00
Recording the name of the owner of a certificate or registration as a physician or osteopath in the Commonwealth	10.00
Recording order granting locations of poles, piers, abutments or conduits, alterations or transfers thereof, and increase in number of wires and cable or attachments under the provisions of Sect. 22 of Chapter 166	flat rate 25.00
add'l fee	5.00
Examining records or papers relating to birth, marriage or deaths upon the application of any person, the actual expense thereof	5.00
Copying any manuscript or record pertaining to a birth, marriage or death	3.00
Receiving and filing of a complete inventory of all items to be included in a "closing out sale", etc.	per page 2.00
Filing a copy of written instrument or declaration of trust by the trustees of an association or trust or any amendment thereof as provided by Sect. 2, Chapter 182	10.00
Recording deed of lot or plot in a public burial place or cemetery	5.00
Recording any other documents	per 1st page 5.00
each add'l page	2.00
Voter's card	2.00

ARTICLE XVIII Laundromats

Section 1. No person, firm or corporation shall operate a self-service laundry or laundromat so-called, at any location in the Town of Reading unless said laundry or laundromat is licensed by the Board of Selectmen. Two (2) or more coin-operated washing machines, two or more coin-operated dryers, or two or more coin-operated dry-cleaning machines shall constitute a laundromat or self-service laundry within the meaning of this By-Law.

Section 2. Any such license shall issue on April 1st (or thereafter) of each year and shall expire on the next succeeding March 31st and may be revoked or suspended at any time by the Board of Selectmen for any violation of this By-Law or any rules, orders or regulations from time to time adopted by the Board of Selectmen.

Section 3. All owners and operators of any such laundry or laundromat shall comply with all rules, orders and regulations as may from time to time be adopted by the Board of Selectmen.

Section 4. The fee for a license shall be Ten Dollars (\$10.00).

Section 5. Rules and regulations and orders adopted by the Board of Selectmen under this By-Law shall become effective immediately upon registered mail notification to owners and operators of such laundry or laundromat that such rules, orders and regulations have been adopted.

ARTICLE XIX Disposal of Surplus Property

Section 1. Whenever an item or collection of items of tangible personal property not exceeding a market value of Five Hundred Dollars (\$500.00) within the control of a Town Officer or a Town Board or Committee, but excluding the Municipal Light Board, shall be determined by that Officer, Board, or Committee to be surplus, obsolete, salvage, or beyond repair, it may be disposed of by sale, trade, or otherwise, upon recommendation of Town Manager and the approval of the Finance Committee.

Section 2. This Article shall not apply to the disposition of old books, magazines, periodicals, recordings and printed materials in the custody of the Board of Library Trustees, which may be disposed of at the discretion of said Board.

ARTICLE XX Excavations and Wells

Section 1. Any person excavating land, any person in charge of such excavation, and any owner of land which has been excavated shall erect barriers or take other suitable measures to protect the public within two days after being notified by the Building Inspector or the Board of Selectmen that in his or its opinion such excavation constitutes a hazard to public safety. Whoever violates any of the provisions of this Section shall be punished by a fine of not more than Two Hundred Dollars (\$200.00) per day for every day such person is in violation of such notice, commencing with the fourth day thereof.

Section 2. The owner or owners of land whereon is located an abandoned well or a well in use shall either provide a covering for such well capable of sustaining weight of three hundred pounds or shall fill such well to the level of the ground. Whoever violates this section shall pay for each offense a penalty of not less than One Hundred Dollars (\$100.00) nor more than Five Hundred Dollars (\$500.00).

ARTICLE XXI Public Conduct

Firearms

Section 1. No person shall fire or discharge any fireworks, firearms, cannon, or explosives of any kind (1) on or within the limits of any street, highway, park or other public property, except with the written permission of the Board of Selectmen, or (2) on any private property except with the written consent of the owner or legal occupant thereof and the written permission of the Board of Selectmen; provided, however, that this By-Law shall not apply to the lawful defense of life or property, nor to any law enforcement officer acting in the discharge of his duties, nor to the use of such weapon at any military exercises or any established rifle range, nor to the rights and privileges of an owner or lessee of land as set forth in Chapter 131 of the General Laws.

Peeping

Section 2. No person, except an officer of the law in the performance of his duties, shall enter upon the premises of another or upon public lands with the intention of peering into the windows or doors of a house or of spying upon in any manner any person or persons therein.

Burning Leaves

Section 3. No person shall burn or cause to be burned in the open, fallen leaves within the Town.

Public Buildings

Section 4. No person shall gamble, or keep, use or have in his possession any spirituous or intoxicating liquor, in any building or room owned or occupied by the Town, except as otherwise authorized by special statute or General Laws.

No person shall smoke or have in his possession any lighted cigar, cigarette or other tobacco product in any building

or room owned or occupied by the Town other than in specifically designated areas. The Town Manager, the Superintendent of Schools and the Manager of the Municipal Light Department shall designate areas in which smoking shall be allowed and shall post an appropriate number of signs indicating those areas in which smoking is prohibited.

Loitering

Section 5. No person, after being otherwise directed by a police officer, shall loiter, sit or stand in any street, common place or public building so as to obstruct or impede the free passage of any other person.

Consumption of Alcoholic Beverages

Section 6. No person shall consume any alcoholic beverages as defined in Chapter 138 of the General Laws while on, in or upon any public way, public parking lot, or upon any vehicle on such way, lot or place. All alcoholic beverages being used in violation of this by-law shall be seized and safely held until final adjudication of the charges against the person or persons arrested or summoned before the Court, at which time they shall be returned to the person entitled to lawful possession.

Creating a Hazard

Section 7. No person shall, except as authorized or required by law, remove, alter the position of, deface, or disturb in any manner, any barrier, sign, manhole cover or grating placed or installed for the purpose of eliminating or mitigating a public safety hazard or potential hazard in or on any street, sidewalk, or public place within the Town.

ARTICLE XXII Dog Leash Law

Section 1. Every dog owned or kept in this Town shall at all times while within the Town be effectively restrained by some person by means of a leash, except when such dog is on the premises of the owner or keeper or another person with the consent of such person, or is within the Town Forest and Conservation Land and accompanied by and under the effective control of some person. The owner or keeper of any such dog that is not so restrained shall be punishable by a warning or fine as follows: "In the event the Dog Animal Control Officer is able to ascertain the owner or keeper of such unrestrained dog, the Dog Officer shall issue a written warning to such owner or keeper for the first offense within a calendar year. The Dog Officer shall levy a fine of twenty dollars (\$20.00) for the second offense within a calendar year, thirty dollars (\$30.00) for the third offense within a calendar year, and fifty dollars (\$50.00) for each subsequent offense within a calendar year.

In the event the Dog Officer is unable to ascertain the owner or keeper of any such unrestrained dog or upon one complaint from each of five households of the Town, delivered to either the Dog Officer or the Board of Selectmen, alleging that the provisions of this Section 1 are being violated, the Board of Selectmen shall, after issuing notice to all interested parties, hold a public hearing to determine if this Section 1 is being violated and by whom. If they determine that such violation exists and they determine the identity or keeper of such dog, the Board of Selectmen may issue to the owner or keeper a written warning or may levy a fine of not more than fifty dollars (\$50.00) for the first or any subsequent violation of this Section 1.

Records of all warnings issued shall be maintained by the Board of Selectmen and/or the Dog Officer. The Dog Officer or the Board of Selectmen, as the case may be, who shall enforce this By-Law by the issuance of a written warning or by written notice to the person complained against, setting forth the offense, the amount of any fine, and indication that said fine be paid to the Dog Officer within ten (10) days from the issuance date of said notice. In the event a fine is not paid within ten (10) days then the Dog Officer shall bring a complaint in the District Court pursuant to Sections 173A and 174 of Chapter 140 of the General Laws, or any act in

replacement thereof or amendment thereto, and notwithstanding the provisions of said Section 173A the schedule of fines shall be that set forth in this By-Law.

Section 2. It shall be the duty of the Dog Officer to apprehend any dog not restrained as required by Section 1 of this Article, and to confine or cause to be confined said dog as provided herein. Any unlicensed dog so apprehended shall be confined and otherwise dealt with by the Dog Officer as required by law. Any dog so apprehended which is licensed and owned or kept in this Town shall be confined until the earlier of its being reclaimed by said owner or keeper as provided herein, or until the tenth day following the day on which such dog is apprehended. If such a licensed dog is not reclaimed as provided herein, within said ten-day period, the Dog Officer shall take one of the alternative courses of action which Section 151A of Chapter 140 of the General Laws, or any act in replacement thereof or amendment thereto, requires to be taken with respect to unlicensed dogs not licensed, collared or harnessed and tagged within the ten-day period provided therein.

Section 3. Promptly following the apprehension and confinement by the Dog Officer of any such licensed dog, said officer shall mail to the licensed owner thereof a notice of such apprehension and confinement, which notice shall include a statement of the last date on which said dog may be reclaimed as provided herein. The Dog Officer shall also promptly inform the Reading Police Department of such apprehension and confinement and of the description of such dog. Licensed dogs confined by the Dog Officer pursuant to this Article shall be confined in a place suitable for the detention and care of dogs and kept in a sanitary condition; or they may be placed in the care of the holder of a kennel license or of a charitable corporation incorporated exclusively for the purpose of protecting animals from cruelty, neglect or abuse.

Section 4. The owner or keeper of any licensed or unlicensed dog confined as provided for in this Article may reclaim such dog upon payment of the costs and charges incurred by the Town for such apprehension and confinement and care of such dog, said charges to be \$20.00 for the apprehension of such dog, plus care charges of \$10.00 for each full or partial day of confinement in a pound owned or leased by, or under the control of the Town or the Dog Officer.

If the dog is confined in a place other than a pound owned or leased by or under the control of the Town or the Dog Officer, the care charges to be paid hereunder shall be the actual charges incurred by the Town or the Dog Officer for such confinement. No licensed dog confined as provided in the Article may be reclaimed until the owner or keeper thereof shall have paid all such costs to the Dog Officer. The Dog Officer shall pay over to the Town Treasurer all sums so paid to him, said sums to be applied to the cost of enforcing this Article.

Section 5. The fees for licensing dogs under M.G.L. Chapter 140, Section 139 shall be the fees set forth in that Chapter as the same may be from time to time amended plus one dollar. Said fees are subject to all other conditions as set forth in M.G.L. Chapter 140, Section 139.

ARTICLE XXIII

(Reserved)

ARTICLE XXIV Personnel

SECTION 1 - DEFINITIONS

BOARD - The ~~Personnel Board~~ Board of Selectmen
DEPARTMENT - Any department, board,

committee, commission or other agency of the Town subject to this By-law.

DEPARTMENT HEAD - The officer, board chairman or other authority having immediate supervision and control of a department.

EXEMPT EMPLOYEE - An employee normally not entitled to receive overtime compensation.

NON-EXEMPT EMPLOYEE - An employee entitled to receive overtime compensation.

FULL-TIME EMPLOYMENT - Employment for not less than seven and one-half hours for five days a week for fifty-two weeks, minus legal holidays, paid vacations and other authorized leaves of absence.

MANAGER - Town Manager

PART-TIME EMPLOYMENT - Employment for less than full-time as defined above.

POSITION - An office or post of employment in the Town's service with duties and responsibilities calling for full-time or part-time employment of one person in the performance and exercise thereof.

PERMANENT POSITION - Any position in the Town service which is intended by the Town to require the services of an employee without interruption, for an indefinite period of time, which shall in no event be less than one (1) year, either on a full or part-time basis.

TEMPORARY POSITION - Any position in the Town service which is intended by the Town to require the services of an employee for a fixed term of less than one (1) year.

TOWN - The Town of Reading.

SECTION 2 - APPLICABILITY

This By-law shall apply to all Town departments, except the School Department and Municipal Light Department, and to the positions of all employees in the service of the Town except those under jurisdiction of said School and Municipal Light Departments, those filled by popular election and certain positions the incumbents of which render intermittent or casual service; unless specifically and otherwise excepted, wholly or in part, by statute, Charter, collective bargaining agreement or other by-law or regulation superior to this.

All provisions of this By-law shall apply to all covered Departments and positions unless excepted as stated above. Specifically, the Classification and Compensation Plans included hereunder as Schedules A and B respectively shall apply only to positions definitely included therein.

If the School Committee or Municipal Light Board shall vote to have certain of its employees come under the provisions of this By-law, they shall be included under its terms.

In order that the best interest of the Town shall be served, it is urged that the School Committee and the Municipal Light Department confer, at regular intervals, with the ~~Personnel Board~~ Manager at least twice a year and exchange information on wages, salaries, hours and conditions of employment of Town and School Department employees, other than professional employees under the School Committee, to minimize inequalities which could prove detrimental to the interests of the Town.

This By-law recognizes the Town's moral and legal obligations to establish personnel policies and administer personnel practices without regard to race, creed, sex, age or national origin.

SECTION 3 - PERSONNEL BOARD POLICY AND ADMINISTRATION

The Board of Selectmen shall establish policy for all personnel matters.

To administer this By-law, there shall be a

Personnel Board, hereinafter called the Board, consisting of five members appointed by the Board of Selectmen. One member of the Finance Committee, to be chosen by the Finance Committee, shall act as liaison between the Board and Committee, and shall attend Board meetings as a non-voting observer. All members shall be citizens of the Town, but shall not be Town Officers, nor employees of the Town, nor members of any standing board, commission or committee of the Town, except that any of all may be Town Meeting Members. All members shall serve without compensation.

(A) Appointments to The Board

The term of appointment for all members shall be for three years. To preserve continuity among the membership, the beginning and ending of terms shall be staggered, insofar as is practical over a three year period.

If any member of the Board shall resign or otherwise vacate his office before the expiration of his term, a successor shall be appointed as provided above, to serve for the balance of the unexpired term. Each member of the Board shall serve until his successor has been appointed. All members may be re-appointed to successive three year terms.

(B) Organization of The Board

The Board shall meet and organize as soon as possible after July 1st of each year. At said meeting it shall elect its own Chairman and any other officers it may deem necessary to conduct its business.

In the event a vacancy occurs in the Office of Chairman or any other office, the Board shall elect a successor from its membership.

(C) Voting

A majority of the total membership of the Board shall constitute a quorum for the transaction of business and the vote of a majority of the members attending and voting shall be necessary for any official act of the Board.

(D) Employing Assistance and Other Expenses

The Board may employ assistance and incur expenses as it deems necessary, subject to appropriation by the Town of funds therefore.

(E) Workspace

The Selectmen shall furnish the Board with such meeting room it may require for the performance of its duties and adequate space and facilities for the storage of its property.

(F) Authority of the Board

The Board shall have all the powers and duties specified in Section 108c of Chapter 41 of The General Laws.

The Board Manager is hereby authorized to administer the provisions of this By-law except for such duties as may be specifically assigned by statute or other by-law to other town officers, boards, commissions or committees.

The Board Manager may, as it he deems necessary, issue, amend or revoke administrative orders to insure compliance with the provisions of this By-law, votes of the Town and such State and Federal statutes and administrative and executive orders pertaining to personnel administration as the Board Manager may be responsible for administering and/or enforcing. Appeals from decisions of the Board Manager may be taken to the Board of Selectmen and/or the Town at the next Annual or Special Town Meeting.

Except as otherwise provided by law, the Board Manager shall have access to all facts, figures, records and other information relative to the personnel of Town Departments subject to the provisions of the By-law, and the

same shall be promptly furnished by such department whenever so requested by the Personnel Board, Manager and in such form as the Board Manager may require.

(G) Meetings

The Personnel Board shall meet regularly (once each month in at least ten (10) months of every year) for the transaction of business, and it shall hold such special meetings as may be called by the Chairman, or directed by vote of the Board.

The Board shall keep a record of its official proceedings which shall be available on reasonable notice for public inspection.

SECTION 4 - CLASSIFICATION AND COMPENSATION PLANS

(A) Classification Plan

The Personnel Board shall establish an official Classification Plan which is hereby designated Schedule A and made a part hereof, classifying by Occupational Class and specific Job Title and assigning to Pay Grades certain exempt and non-exempt positions in the service of the Town, other than those which are specifically exempted according to Section 2 (Applicability) above. Such Plan shall constitute the Classification Plan of the Town within the meaning of Section 108A of Chapter 41 of the General Laws.

The Job Title of each position as established by the Classification Plan shall be the official title of such position and of the incumbent of such position and shall be used to the exclusion of all others for all purposes relating to the position, including but not limited to payrolls and official records.

Before any individual may be hired, transferred or promoted into any newly established position, the Personnel Board shall approve the classification by Job Title and Pay Grade. Requesting departments shall seek such classification approval in advance of any request for funds.

The Personnel Board may from time to time, as it deems appropriate, investigate and review the work of any position subject to the provisions of this By-law and reclassify such position as required.

The Board shall maintain and may require of department heads, the Manager written job definitions for positions classified under the Classification Plan, including statements describing the kind of work, the distinguishing feature of the work and such illustrative examples of duties as may be deemed appropriate. The Board may from time to time cause such written definitions to be amended. Job definitions for any job shall be interpreted as descriptive only and not restrictive. That is, they shall be construed solely as a means of classifying said job and not as prescribing what the duties or responsibilities of any job shall be, nor as modifying or in any way affecting the power of any administrative authority to assign duties to or direct and control the work of any employee under the jurisdiction of such authority.

Whenever a new position is established or when the duties of an existing position are so changed as, in effect, to create a new position, the Board may amend a job classification or add a new classification tentatively to the Classification Plan, subject to the subsequent ratification of its action by formal amendment of the Plan by vote at the next Special or Annual Town Meeting.

(B) Compensation Plan

The Personnel Board shall establish a

Compensation Plan which is hereby designated Schedule B and made a part hereof, establishing qualification point ranges and minimum and maximum compensation rates for each Pay Grade. Such Plan shall provide for rate progression from minimum to maximum through the rate ranges. In no case shall the maximum rate be exceeded. The Compensation range established for any Pay Grade shall be the range for all positions assigned by Job Title to that Pay Grade.

The rates set forth in Schedule B shall constitute the Compensation Plan of the Town within the meaning of Section 108A of Chapter 41 of the General Laws.

ADMINISTRATION OF COMPENSATION PLAN

1. Policy Statement

It is the policy of the Town of Reading to pay its employees fairly and equitably. Such rates of pay shall reflect both experience and performance levels of individuals within the various salary grades.

2. Responsibility

~~Applicable managers of town departments are~~ **The Manager** is responsible for the implementation of this policy and for adhering to the guidelines set forth.

The ~~Personnel~~ Board is responsible for monitoring this policy. No exceptions to this policy will be allowed without prior approval of the ~~Personnel~~ Board.

3. Starting Pay Rates

A: Individuals must be paid no less than the minimum pay rate of the applicable labor grade.

B: A ~~manager~~ **The Manager** may approve a starting salary up to the quarterpoint of the applicable salary range. Consideration of a starting salary above the minimum must be based on skill and experience.

C: Starting pay rates which exceed Para. 3-B above must have prior approval of the ~~Personnel~~ Board.

4. Mandatory Reviews - Non-Exempt Employees.

A: All new, promoted, or transferred employees will be reviewed for performance purposes no more than six months after assuming their assignment.

B: All new, non-exempt employees must be reviewed for compensation purposes no later than six months after date of hire. If an employee is retained, based on his/her performance review (Para. 4-A), such employee must be granted a salary increase of no less than 5%.

C: All salary increases in excess of 5% which are proper under this section are subject to prior approval of the ~~Personnel~~ Board. All such increases shall be effective on the date of the review. There will be no retroactive increases, except under unusual circumstances which must be approved by the ~~Personnel~~ Board.

5. Mandatory Review - Exempt

A: All new, promoted, or transferred employees will be reviewed for performance purposes no more than twelve months after assuming their assignment.

B: All new, exempt employees must be reviewed for compensation purposes no sooner than ten months and no later than twelve months after date of hire. If an employee is retained, based on his performance review (Para. 5-A), such employee must be granted a salary increase of no less than 5%.

C: All salary increases in excess of 5% which are proper under this section are subject to prior approval of the ~~Personnel~~ Board. All such increases shall be effective on the date of the review. There will be no retroactive increases, except under unusual circumstances which must be approved by the ~~Personnel~~ Board.

6. Part-Time and Temporary Employees

A: Part-time employees shall receive pro-rated compensation at the hourly rate applicable to the job on a full-time basis.

7. Compensation Limits (to follow 6.E.)

The rates shown in Schedule B shall constitute the total remuneration for any position, including pay in any form, unless specific exception is noted. They shall not include actual and authorized expenses necessarily incident to the employment. No employee shall work nor receive compensation in any form from more than one department at one and the same time, for full or part-time work. All employing authorities are charged with these responsibilities.

B: Temporary employees shall be paid at a rate established by the ~~department head~~ **Manager** after approval by the ~~Personnel~~ Board.

C: Individuals temporarily serving the Town who are funded by state or federal programs shall be compensated at rates set by such programs or, if no such rate is set, at a rate ~~recommended~~ established by the ~~Personnel~~ Board which is nearest to the appropriate Job Title and Pay Grade in which the employee is to perform.

D: Temporary employees whose pay may be funded in part by state or federal programs, subject to approval by Town Meeting, may be supplemented in an amount ~~recommended~~ established by the ~~Personnel~~ Board, which is necessary to properly relate them to the appropriate Job Title and Pay Grade in which they are to perform.

E: Cooperative or placement training college students serving the Town shall be compensated at rates ~~recommended~~ established by the ~~Personnel~~ Board.

7. (see above)

8. Overtime Compensation

OVERTIME COMPENSATION

Salaried employees are exempt from payment for overtime.

Overtime at the rate of time and a half shall be paid to non-exempt employees for the number of hours worked in excess of forty or thirty-seven and one half hours whichever is the regular work week of an employee.

By mutual agreement between a department head and an employee, compensatory time in lieu of cash may with the approval of the **Manager** be substituted on an hour for hour basis.

SECTION 5 - EMPLOYMENT, TRANSFER AND PROMOTION

(A) Employment

All applicants for employment with the Town departments covered by this law, will fill out and sign an Application for Employment form. Exceptions will be made only for emergency, temporary employment of not over ten (10) days duration. This form will contain pertinent information relative to the employee and his employment record for the last three places of employment.

If the Department Head considers the application as satisfactory for employment, he will make an appointment for a physical examination at the Town's expense, in accordance with Article XXV of the By-Laws of the Town.

If upon successful completion of the examination, a Department Head reaches a decision to hire an applicant, he will initiate a Personnel Action Form and forward same to the ~~Personnel Board~~ **Manager**.

If the position being filled is an existing one the Department Head will indicate the Job Title, Pay Grade and

starting rate of pay as arrived at according to the Compensation Plan. Such action if it does not exceed the provision of sub-section 3-B under Administration of Compensation Plan, requires concurrence only by the ~~Personnel~~ **Personnel** ~~Board~~ **Manager**. If the position being filled is a new one requiring classification or if the starting rate exceeds the starting salary provision stated in sub section 3-B under Administration of Compensation Plan the Department Head will follow the same procedure, but such action shall require prior approval by the ~~Personnel~~ **Personnel** Board.

(B) Transfers and Promotions

(1) The Town encourages a policy of promoting from within. The decision as to selection for transfer rests with the department where the vacancy occurs subject to approval of the ~~Personnel~~ **Personnel** ~~Board~~ **Manager**. When a vacancy is filled by transfer, consideration shall be given to employees according to performance and length of service.

(2) When an employee is permanently promoted to a higher job classification, he will receive no less than the minimum of the rate range for the new job and no less than his present rate of pay.

(3) When an employee is transferred to a lower job classification, he will receive the maximum of the job classification to which he is transferred or his existing rate, whichever is lower.

A person filling a higher job classification temporarily while the incumbent is absent on vacation or sick leave will not be paid at the higher rate. Pay for longer term temporary transfers or promotions will be considered on an individual basis upon recommendation of the Department Head to the ~~Personnel~~ **Personnel** ~~Board~~ **Manager**.

SECTION 6 - SERVICE CREDIT

Service to the Town shall be determined as the service accrued by a permanent employee, commencing from the date of employment, which is uninterrupted except by military service or other authorized leave of absence. Termination for any reason shall constitute a break in service. If a former employee of the Town returns to the service of the Town and completes at least five years of continuous full-time service following such return, the amount of continuous full-time service immediately preceding the interruption of his work for the Town shall be added to the five years of current full-time service to compute a new Service Credit date.

SECTION 7 - BENEFITS AND WORKING CONDITIONS

The following benefits apply to all permanent employees of the Town subject to this by-law whose regular work week is twenty (20) hours or more. Any monetary payment to part-time employees resulting from application of any of these benefits shall be made on a pro-rata basis, based on the average hours worked for the four pay periods immediately preceding the period in which such payment falls.

(A) Sick Leave

All permanent full or part-time employees who have completed thirty (30) continuous weeks of employment shall be eligible for payment from accrued sick leave for days absent due to illness or injury.

Sick leave shall be accrued on the basis of 1% days per month of service, beginning on the first day of the month of employment. Unused sick leave shall be accumulated from year to year without limitation.

When absence by reason of sickness or injury is for a period of five consecutive days or more, the Department Head shall require the employee to submit a letter from a registered physician giving the diagnosis and prognosis before the employee shall be entitled to leave with pay. The Town

reserves the right to send a physician at its expense to examine the employee.

If an employee's accumulated leave with pay is about to be exhausted and he has no remaining vacation, holiday or other leave days, he or she may make application for up to an additional thirty days of leave with pay. The Department Head shall require the employee to submit a letter from a regularly licensed practicing physician giving the diagnosis, prognosis and expected date of return to work. Determination of eligibility for pay will be made upon the recommendation of the Department Head to the ~~Personnel~~ **Personnel** ~~Board~~ **Manager** ~~who~~ who is authorized to grant such allowance as ~~it~~ he may determine is equitable after reviewing recommendations of the Department Head and all other circumstances, including the employee's attendance and performance record, supporting his request for the additional allowance.

When absence is compensable under Workmen's Compensation Law, an employee shall be paid the difference between Workmen's Compensation benefits and his regular base salary until part, or all of his accumulated sick leave credits have been used up. One-half day shall be charged against accumulated sick leave for each day of absence under these conditions.

Employees whose services are terminated for any reason shall not be entitled to compensation in lieu of sick leave not taken except that

*(A complete and accurate record shall be maintained, by the ~~Department~~ **Department** ~~Head~~ **Manager** of each employee, setting forth the dates used from his sick leave and the number of his sick leave days remaining. Such record shall be available for inspection by the individual employee upon reasonable request.)

Effective July 1st, 1980, upon termination, (except termination by the Town for just cause) after 7 years or more of employment, at retirement or death, an employee shall be paid for unused sick leave not exceeding 100 (one hundred) days at 50% (fifty per cent) of his daily rate of pay in effect at the time of termination. Before re-employment in any department of the Town, employee shall be required to repay to the Town an amount equal to that received from the Town at the time of his termination. Excluded from the right of this benefit at retirement or death are the following Department Heads and Chief Executive Officers Division Heads:

Executive Secretary	Library Director
Conservation Admin.	Assessors' Appraiser
Police Chief	Health Agent Director
Fire Chief	Building Inspector
Director Supt. of Public Works	Town Accountant
Supt. of Cemetery Director Dept.	Town Clerk
Town Treasurer-Collector	Veterans Agent

*insert () above

(B) Funeral Leave

In case of death in the immediate family, a permanent full or part-time employee may be granted leave of absence with pay for the workdays following within the period between the time of death and the day of the funeral. Such paid leave shall not normally exceed three (3) days.

Immediate family is defined as spouse, parent, son, daughter, brother, sister.

One (1) day leave with pay shall be granted to any regular employee upon the death of other members of the family as follows: aunt, uncle, grandparent, grandchild, sister-in-law, brother-in-law, parent-in-law, son-in-law and daughter-in-law.

Any exception to the above may be made only upon formal recommendation of the Department Head and approval of the ~~Personnel Board~~ **Manager**.

(C) Military Leave

Employees who serve in the Armed Forces of the Commonwealth, or as members of a reserve component of the Armed Forces of the United States, under orders, will be allowed the difference between the base pay they may receive for such service and their regular rate of compensation from the Town, for a period of not more than seventeen (17) calendar days of military leave attributable to their annual tour of military duty.

Employees shall be entitled, during times of service in the Armed Forces of the Commonwealth or during tours of duty as members of a reserve component of the Armed Forces of the United States, to be released from work, without compensation, in order to attend assigned weekly and week-end drills which require absence from normally scheduled work tours. Such releases from work shall not affect leaves of absence or vacations with pay, and employees shall receive the same leave of absence or vacation with pay given to other like employees or officials.

(D) Jury Service

A full-time employee shall be allowed leave to fulfill jury duty. If the jury fees, exclusive of travel allowances, received by said employee for such jury duty shall be less than the regular pay received by him from the Town, the difference between said fees and regular pay shall be paid to such employee by the Town. However, as a condition to receiving such payment, the employee agrees that if during such jury duty he is discharged for the day or major portion thereof during regular work hours, he will report to his supervisor for such work as may be assigned. An employee performing such jury duty and who desires the benefit of this article shall be required to present weekly to his department head a certificate by the court or any duly authorized representative as to the time spent by the employee in such jury duty during such week.

(E) Maternity Leave

A permanent employee is entitled to at least eight weeks maternity leave provided she has been employed for at least three consecutive months and provided she gives two weeks notice of her expected departure date and notice that she intends to return to her job.

She is entitled to return to the same or a similar position without loss of benefits for which she was eligible on the date her leave commenced, provided she terminates her maternity leave within eight weeks after the date of confinement. Accrued sick leave benefits shall be provided for maternity leave purposes under the same terms and conditions which apply to other temporary medical disabilities.

(F) Leave of Absence

Unpaid leave of absence for personal reasons may be granted by the Department Head for periods not to exceed two weeks. Requests for longer unpaid leaves of absence require prior approval of the ~~Personnel Board~~ **Manager**.

Except for the specific provisions of these regulations, all leaves of absence shall be without compensation.

(G) Holidays

All permanent Town employees shall be entitled to the following holidays with pay when they fall within the regular work week: New Year's Day, Martin Luther King Day, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day.

If a holiday should fall on a Saturday, it will be celebrated on the preceding Friday and if a holiday should fall on a Sunday, it will be celebrated on the following Monday.

In order to qualify for holiday credit, an eligible employee shall have worked on the last regularly scheduled work day prior to, and the next regularly scheduled day following such holiday, unless absence is authorized by ~~the~~ **Department Head the Manager**.

In the event an employee is required to work on any of these holidays he shall be compensated for the number of hours worked, at his regular hourly wage, in addition to his regular pay.

(H) Vacations

Two weeks vacation with pay shall be granted to all permanent employees who have actually worked thirty (30) weeks during the twelve months preceding June 1st. Vacations shall be granted as computed in the following table. No vacation shall be granted until the completion of thirty (30) weeks of employment.

<u>Length of Service</u>	<u>Amount of Vacation</u>
Less than 1 year	5/6 day per month
1 year but less than 5	2 weeks
5 years but less than 10	3 weeks
10 years or more	4 weeks

Vacations are scheduled under the direction of the Department Head at the convenience of the Department.

With the approval of the ~~Department Head~~ **Manager** an employee may carry over up to one week vacation from any one calendar year to the next, provided the carried-over vacation is used prior to June 30th.

If a holiday falls within the vacation period, one day will be added to the vacation.

Whenever the employment of a person is terminated during the year by dismissal through no fault or delinquency on his part, or by resignation, retirement or death, he or his estate shall be paid at the regular rate of compensation payable to him at the termination of his employment, an amount in lieu of his or her unused vacation leave.

(I) Longevity

~~Effective January 1, 1976, all~~ **All** permanent employees shall, in addition to other compensation, be entitled to a payment for continuous length of service to the Town as follows:

\$200 annually upon completion of five years of service.
\$300 annually upon completion of ten years of service.
\$400 annually upon completion of fifteen years of service.
\$500 annually upon completion of twenty years of service.
\$600 annually upon completion of twenty-five years of service.

~~Such a~~ **Amounts shall be** payable annually on the first pay day of December or upon termination of service to the Town.

(J) Personal Leave

Any employee in full-time employment shall be eligible for personal leave of one (1) paid day per year for the purpose of attending to important personal affairs that cannot be accomplished on any other day, such as required court appearance, attending a marriage or other religious ceremony of a close relative, or being party to a real estate transaction. The taking of such leave shall be subject to authorization by the employee's Department Head.

Unused Personal Leave shall accumulate at the rate of one (1) day per fiscal year to a maximum of two (2) days.

SECTION 8 - COMPLAINTS PROCEDURE

All differences, disputes and complaints that may arise between Town employees and their respective departments shall be taken up at reasonable times during working hours and handled in the following steps:

Step 1 - The aggrieved employee will take his complaint to his ~~or her~~ immediate supervisor for resolution within 30 days following the incident which gave rise to the complaint. If the matter is not resolved to the satisfaction of the employee within two working days, the employee may proceed to step 2.

Step 2 - The employee shall meet with his ~~or her~~ immediate supervisor and the appropriate department head to resolve the complaint. If the complaint is not resolved to the satisfaction of the employee within five working days, the employee may proceed to step 3.

Step 3 - The employee shall notify the ~~Personnel Board, Manager~~ in writing, of his ~~or her~~ complaint. The ~~Personnel Board Manager~~ shall act as mediator between the parties involved. If the complaint is not resolved to the satisfaction of the employee within twenty working days, the ~~Personnel Board Manager~~ will proceed to step 4.

Step 4 - The ~~Personnel Board Manager~~ shall submit a report of ~~his~~ his findings, together with ~~his~~ his recommendations for the resolution of the dispute, to the Board of Selectmen. The decision of the Board of Selectmen shall be binding on all parties concerned in the complaint.

SECTION 9 - APPEALS

If any request for personnel action by an elected board is denied by the ~~Personnel Board, Board~~ the Agency, Department or Branch of the Town elected board involved may appeal to the Town for a final decision at the next Town Meeting in a special Article in the Town Warrant.

SECTION 10 - CIVIL SERVICE

Nothing in this By-law shall be construed to conflict with Chapter 31 of the General Laws.

SECTION 11 - EFFECT OF INVALIDITY

The invalidity of any section or provision of this By-law shall not invalidate any other section or provision thereof.

SECTION 12 - AMENDMENT TO THE PERSONNEL BY-LAW

The Personnel By-law may be amended in the same manner in which the Town by-laws may be amended; provided, however, that no amendment to the By-law shall be made until it has been presented by signed petition addressed to and submitted to the ~~Personnel Board~~. Upon receipt of such a written petition, the Board, after giving the petitioners, the ~~Manager~~, the heads of the departments and employees affected at least three (3) days written notice, shall hold a hearing of the parties interested to consider the proposed amendment. If the ~~Personnel Board~~ shall fail to act on an issue so presented within fifteen (15) days after the hearing thereon, the ~~Personnel Board~~ shall be deemed to have disapproved the petition. The petition may then be presented to the Town Meeting for consideration and action, if so desired. The ~~Personnel Board~~ may of its own motion after a similar hearing of or conference with the parties interested propose an amendment to the By-law.

ARTICLE XXV

Physical Qualifications for Town Employees

Section 1. Subject to any other provisions or requirements of federal or state law, executive orders or regulations, every officer, board or department of the Town, having authority to employ, may establish the essential functions for all employment positions and may establish job-related employment tests or other selection criteria for the positions in question; provided that the job-related employment tests or other selection criteria do not screen out or tend to screen out handicapped persons or any class of handicapped persons, unless alternative job-related tests or criteria that do not screen out or tend to screen out as many handicapped persons are not available. Such establishment of essential functions and employment tests or other selection criteria shall be subject to the approval of the Board of Selectmen.

Section 2. Every person hereafter offered employment by the Town, including prospective employees of the Municipal Light Department, but excluding (i) elected officials, (ii) prospective employees who have passed a medical examination by the Civil Service Commission, and (iii) occasional or substitute employees after conditionally being offered employment subject to the results of a medical examination shall undergo a medical examination conducted prior to the employee's entrance on duty to determine if said employee can perform the essential functions of the job and to determine if said employee is a qualified handicapped person; and, if said employee is a qualified handicapped person, whether said employee requires a reasonable accommodation to perform the essential functions of the job in question and the nature and extent of the accommodation if one is required.

Section 3. The cost of all examinations under this by-law shall be paid in full by the Town department which has made the conditional offer of employment.

Section 4. The regularly appointed school physician is approved for examination of School Department employees. The Manager shall designate the physician for other employees.

Section 5. The information obtained in accordance with this by-law as to the medical condition or history of an employee or conditional employee shall be collected and maintained on separate forms that shall be accorded confidentiality as medical records, except that: (i) supervisors and managers may be informed regarding restrictions on the work or duties of handicapped persons and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, where appropriate, if the condition might require emergency treatment; and (iii) government officials investigating compliance with the provisions of applicable federal laws shall be provided relevant information upon request.

Section 6. The provisions of this by-law shall apply to all employees of the Town who seek a change of employment with the Town.

Section 7. In the event any employee or conditional employee is aggrieved by any action taken pursuant to this by-law, an appeal may be made in writing to the Board of Selectmen, or, in the case of an employee or conditional employee of the School Department, to the Chairman of the School Committee, within ten days of the action complained of; and, after notice to all parties affected and the opportunity for a hearing which will afford all necessary due process rights to the parties in question, the Board of Selectmen or, where applicable, the Chairman of the School Committee together with one additional member of the School Committee and the Superintendent of Schools, shall determine whether the by-law was violated or the action taken was otherwise improper and provide prompt and equitable resolution of the complaint. In the event of such an appeal, the aggrieved party shall authorize, where applicable, that the information obtained as to medical condition or history shall be disclosed to the Board of Selectmen or representatives of the School Department hearing the appeal.

Section 8. For the purposes of this by-law the following definitions shall apply:

"Handicapped person" - any person who (i) has a physical or mental impairment which substantially limits one or more major life activities, (ii) has a record of such impairment, or (iii) is regarded as having such an impairment.

"Qualified Handicapped person" - a handicapped person, who, with reasonable accommodation, can perform the essential functions of the job in question.

"Reasonable accommodation" - accommodation to the known physical or mental limitations of an otherwise qualified handicapped person unless it can be demonstrated that the accommodation would impose an undue hardship on the operation of the employing Town office, board or department.

Section 9. Nothing contained herein shall be construed as authorizing or requiring the employment of an individual who cannot even with reasonable accommodation perform the essential functions of the job in question or who is not otherwise qualified for the job in question.

ARTICLE XXVI

Building Code Published as a Separate Volume

ARTICLE XXVII Enforcement of By-Laws

Section 1. Any person violating any of the provisions of these By-Laws shall be punished by a fine of not more than Three Hundred Dollars for each offense, unless a specific penalty is provided elsewhere in said By-Laws and in that event the specific penalty shall apply.

ARTICLE XXVIII Repeal

Section 1. These By-Laws and the repeal of all By-Laws heretofore in force, shall not affect any act done, any right accrued, any penalty or liability incurred or any suit, prosecution, or proceeding pending at the time they take effect. The provisions of the foregoing By-Laws, so far as they are the same as provisions of By-Laws hetherto in force, shall be construed as a continuation thereof and not as new enactments.

ARTICLE XXIX Amendment

Section 1. These By-Laws may be amended at any annual or special Town Meeting by a majority vote of the Town Meeting Members present and voting at said meeting, provided that an article or articles for that purpose have been inserted in the warrant for said meeting.

ARTICLE XXX (Reserved for Future Use) Appointments

Section 1. The Town Clerk shall record the name of each person who expresses an interest in writing to the Town Clerk in being appointed to a board, commission or committee and shall retain such record for a period of at least one year. The Town Clerk shall submit such names to the applicable appointing authority whenever a vacancy shall occur.

Section 2. A minimum of two weeks prior to making an appointment, the appointing authority shall publicize in an appropriate place their intent to appoint and shall request applications from interested persons.

Section 3. All appointments and reappointments to a board, commission or committee shall be made at an open meeting of

the appointing authority. Applicants for appointment shall be interviewed at this or a previous open meeting. Applicants for reappointment must submit their intentions in writing to the appointing authority. Prior to making appointments, the appointing authority shall consult with the chairman of the board, commission or committee to which the appointment is to be made.

ARTICLE XXXI By-Law Committee

Section 1. There shall be a By-Law Committee consisting of five Town Meeting Members which shall be a Standing Committee of Town Meeting. An Appointment Committee consisting of the Moderator and the Chairman of each Precinct, chaired by the Moderator, shall appoint all members for a term of three years, the terms of said members to expire on the first day of July. The members of the By-Law Committee shall be appointed initially as follows: two members for three year terms, two members for two year terms, and one member for a one year term. Annually thereafter one or two members of said Committee shall be appointed for the term of three years as the term of office of one or two members expires, the terms of said members to expire on the third anniversary of appointment or concurrently with the termination of service as a Town Meeting member. Any vacancy of the Committee shall be filled by the Appointment Committee.

Section 2. If any member of the By-Law Committee shall be absent for three or more successive meetings, the other members of said Committee may, by affirmative vote of its majority, request the Appointment Committee Appointing Authority to remove such absenting member from his membership and the Appointment Committee Appointing Authority may thereafter so remove such member and shall notify him by mail of such removal.

Section 3. It shall be the duty of the By-Law Committee to report to Town Meeting on all proposed changes to the By-Laws which are included on the Warrant for Town Meeting except the zoning by-laws, building codes by-laws and personnel classification and compensation plan by-laws. Such report shall be prepared in writing and included in the Finance Committee report as specified in Section 7 2 of Article III of these By-Laws. The By-Law Committee may request proposals for by-law amendments from Town boards, commissions, committees, officers and citizens. The By-Law Committee may submit articles to amend the By-Laws on the Warrant for Town Meeting action.

ARTICLE XXXII Wetlands Protection

1. The purpose of this by-law is to protect the floodplains and wetlands of the Town of Reading by controlling activities deemed to have a significant effect upon wetland values, including but not limited to the following: public or private water supply, groundwater, flood control, erosion control, storm damage prevention, water pollution, and wildlife.

2. Any person desiring to know whether or not a proposed activity or an area is subject to this by-law may request a determination from the Conservation Commission in writing. The Conservation Commission shall issue its determination, in writing, within twenty-one (21) days from the receipt of such request.

3. No person shall remove, fill, dredge, or alter any bank, fresh water wetland, flat, marsh, meadow, bog, swamp, or lands bordering any creek, river, stream, pond, or lake, or any land under said waters or any land subject to flooding, other than in the course of maintaining, repairing or replacing, but not substantially changing or enlarging an existing and lawfully located structure or facility used in the service of the public and used to provide electric, gas, water, sanitary sewer, storm drainage, public roadway, telephone,

telegraph, and other telecommunication services, without filing written Notice of his intention to so remove, fill, dredge, or alter and without receiving and complying with an Order of Conditions and provided all appeal periods have elapsed. Such Notice shall be sent by certified mail to the Reading Conservation Commission, including such plans as may be necessary to describe such proposed activity and its effect on the environment.

4. The same Notice of Intent, plans and specifications required to be filed by an applicant under Massachusetts General Laws, Chapter 131, section 40 will be accepted as fulfilling the requirements of this by-law, except a project review charge shall be imposed according to the following schedule:

- a) Wetlands By-Law Hearing - \$25.00 (i.e. dwelling, tennis court, swimming pool, bridge, etc.)
- b) Multiple dwelling units - \$25.00 per dwelling unit
- c) Commercial and industrial projects - \$25.00 plus \$5.00 per \$10,000.00 of established general construction cost over \$100,000.00
- d) Town projects are exempt from review charges

The said Conservation Commission shall hear any oral presentation under this by-law at the same public hearing required to be held under the provisions of said Chapter 131, section 40 of the Massachusetts General Laws. Definitions, time frames, and procedures, insofar as applicable, set forth in said Chapter and section and in the Regulations promulgated by the Department of Environmental Quality Engineering on July 28, 1978 are hereby made a part of this by-law.

5. The term "person", as used in this by-law, shall include any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the Commonwealth whenever subject to town by-law, or any political subdivision of the Commonwealth whenever subject to town by-law, administrative agency, public or quasi-public corporation or body, or any other legal entity or its legal representative, agents, or assigns.

6. The Conservation Commission, its agent, officers and employees, may enter upon the land upon which the proposed work is to be done in response to a request for a prior determination or for the purpose of carrying out its duties under this by-law and may make or cause to be made such examination or survey as deemed necessary.

7. The Conservation Commission is empowered to deny permission for any removal, dredging, filling, or altering of subject lands within the Town if, in its judgement, such denial is necessary for the protection of public or private water supply, groundwater, flood control, storm damage prevention, or the prevention of pollution. Due consideration shall be given to possible effects of the proposal on all values to be protected under this by-law.

8. The Conservation Commission may, as an alternative to a denial, impose such conditions as it deems necessary to contribute to the protection and preservation of the subject lands in accordance with the purposes of this by-law.

The Conservation Commission may require the posting of a bond with surety, running to the municipality, and sufficient as to form and surety in the opinion of the Commission's Counsel, to secure faithful and satisfactory performance of work required by any Order of Conditions, in

such sum and upon such conditions as the Conservation Commission may require. Other evidence of financial responsibility which is satisfactory to the Conservation Commission may be accepted in lieu of bonding. Notwithstanding the above, the amount of such bond shall not exceed the estimated cost of the work required or the restoration of affected lands and properties if the work is not performed as required, whichever is greater. Forfeiture of any such bond or other security shall be recoverable at the suit of the municipality in Superior Court.

Such bond or other security shall be released upon issuance of a Certificate of Compliance.

9. The Notice required by the third paragraph of this by-law shall not apply to emergency projects necessary for the protection of the health and safety of the citizens of Reading and to be performed or ordered to be performed by an administrative agency of the Commonwealth or by the Town. Emergency projects shall mean any projects certified to be an emergency by the Commissioner of the Department of Environmental Quality Engineering and the Conservation Commission if this by-law and Massachusetts General Laws Chapter 131, section 40, as amended, are both applicable, or by the Conservation Commission if only this by-law is applicable. In no case shall any removal, filling, dredging or altering authorized by such certification extend beyond the time necessary to abate the emergency.

The provisions of this by-law shall not apply to any mosquito control work done under the provisions of clause (36) of section five of chapter 40, or chapter two hundred and fifty-two.

The provisions of this by-law shall not apply to work performed for normal maintenance or improvement of lands in agricultural use as of the effective date of this by-law.

10. In the event of the issuance of an Order of Conditions denying modification to a pre-existing residential structure, the applicant may, prior to appeal to a court of competent jurisdiction, appeal to the Reading Board of Appeals in writing within ten days after the receipt of the Conservation Commission's Order of Conditions.

Within forty days of receipt of the appeal, the Board of Appeals will request and review the record of the proceedings of the Conservation Commission and render a decision as to whether the Order of Conditions should be modified by the Conservation Commission and what the modifications shall be.

Any party aggrieved by the Board of Appeal's decision may pursue all other available remedies at law.

11. After due notice and public hearing, the Conservation Commission may promulgate rules and regulations to effectuate the administration of this By-Law.

12. However, failure to promulgate rules and regulations as provided in Section 11 or a legal declaration by a court of law of the invalidity of any section or provision of this by-law shall not invalidate any other section or provision thereof.

ARTICLE XXXIII User Fees

Section 1. All elected Town boards, ~~officers, departments, committees~~, and committees are hereby authorized to adopt by appropriate regulation, in accordance with all applicable provisions of law, a schedule of fees to be charged for services provided by said board, ~~officer, department, committee~~ or committee to Town residents, customers and other users of such services. The failure of any person or entity to pay for

services provided in accordance with the appropriate schedule of fees or payment schedule within the time specified for payment of said fee or payment schedule shall be considered a violation of this By-Law.

ARTICLE XXXIV Municipal Data Processing Center

~~Section 1.~~ Pursuant to the provisions of Massachusetts General Laws, Chapter 41, Section 23D, there shall be established within the Town of Reading a Municipal Data Processing Center for the purpose of providing data processing services to the town boards and officials.

The Data Processing Center shall be under the direct supervision and control of a Data Processing Coordinator appointed by ~~and serving at the pleasure of the Board of Selectmen~~ the Town Manager.

The Coordinator shall have full responsibility for coordinating the activities of the Data Processing Center including provision of programs or systems, collection, processing, storage and retrieval of information, preparation of reports, addition of new applications, budget preparation, and systems and equipment vendor supervision.

In accordance with G.L. Ch. 41, Sect. 23D, the Coordinator may also serve in any other public office or position in the town, notwithstanding any provision of any general or special law, or by-law of the town to the contrary, ~~and the office or position of Coordinator shall not be subject to the provisions of Massachusetts General Laws Chapter thirty-one.~~

ARTICLE XXXV Scenic Roads

Section 1. Upon recommendation of the ~~Planning Board~~ Community Planning & Development Commission, Conservation Commission or Historical Commission, Town Meeting may vote to designate any road, other than a numbered route or state highway, as a scenic road.

Section 2. After a road has been designated as a scenic road any repair, maintenance, reconstruction, or paving work done with respect thereto shall not involve or include the cutting or removal of trees, or the tearing down or destruction of stone walls, or portions thereof, except with the prior written consent of the ~~Planning Board~~ Community Planning & Development Commission after a public hearing duly advertised twice in a newspaper of general circulation in the area, as to time, date, place and purpose, the last publication to occur at least seven (7) days prior to such hearing.

Section 3. The ~~Planning Board~~ Community Planning & Development Commission shall establish and adopt regulations for exercising its responsibilities under this by-law, taking into consideration sound planning principles, and preservation of aesthetic and natural resources of the Community.

ARTICLE XXXVI Newsracks

Section 1. The purpose of this By-Law is to protect the Town of Reading and its inhabitants from the unregulated installation, use or maintenance of newsracks on public streets, sidewalks and other public properties. The unregulated installation, use or maintenance of newsracks on public streets, sidewalks and other public properties will result in obstruction of sidewalks that will interfere with the public's right to unhampered passage thereon, will create traffic congestion or illegal parking or stopping by motorists in order to purchase newspapers, periodicals or other printed matter, will damage municipal property because of the chaining of newsracks to poles, traffic standards or other fixtures, will interfere with the

performance of required municipal services, will create unsightly conditions and will endanger the safety and welfare of the inhabitants of the Town of Reading.

Section 2. DEFINITIONS. For the purposes of this By-Law, the following words and phrases shall have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future; words in the plural include the singular; and words in the singular include the plural:

Distributor - any person responsible for the installation, use or maintenance of a newsrack in or on a public street.

Newsrack - any self-service or coin-operated box, container, storage unit, or other dispenser installed, used or maintained for the display and sale of newspapers, periodicals or other printed matter.

Person - any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, or any other legal entity or its legal representatives, agents, or assigns.

Public Street - the entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel, and it includes any alley or other public property in the Town of Reading.

Roadway - that portion of a public street improved, designed or ordinarily used for vehicular travel, including the curb or shoulder.

Sidewalk - that portion of a public street between the curblines or lateral lines of a roadway and the adjacent property lines, intended for use by pedestrians.

Section 3. No person shall install, use or maintain any newsrack which projects onto, into or over any part of the roadway of any public street.

Section 4. A. No person shall install, use or maintain any newsrack which in whole or in part rests upon, in or over any sidewalk or other public place when such installation, use or maintenance endangers the safety of persons or property or when such site or location is used for public utility purposes, public transportation purposes or government use or when such newsrack unreasonably interferes with or impedes the flow of pedestrian or vehicular traffic, the ingress into or egress from any residence, place of business or any legally parked or stopped vehicle or the use of poles, posts, trees, traffic signs or signals, hydrants, mailboxes or other objects permitted at or near said location.

B. Any newsrack which in whole or in part rests upon, in or over any sidewalk or other public place shall comply with the following standards:

- (1) No newsrack shall exceed four (4) feet in height, thirty (30) inches in width or two (2) feet in depth.
- (2) No newsrack shall be chained, bolted or otherwise attached to any property owned or maintained by the Town of Reading.
- (3) No newsrack shall be placed, installed, used or maintained:
 - (a) Within three (3) feet of any crosswalk.
 - (b) Within twenty (20) feet of any fire hydrant.
 - (c) Within six hundred (600) feet of any other newsrack distributing the

- (d) same newspaper.
- (d) Within five (5) feet of any fire or police call box or other emergency facility.
- (e) Within five (5) feet of any driveway, public or private.
- (f) Within three (3) feet ahead or fifteen (15) feet to the rear of any designated bus stop, taxi stand or place marked for handicapped parking.
- (g) Within three (3) feet of any public bench, bus bench or shelter.
- (h) At any location whereby the clear space for the passageway of pedestrians is reduced to less than five (5) feet.
- (i) Within three (3) feet of any display window of any building abutting the sidewalk or other public place in such a manner as to impede or interfere with the reasonable use of such window for display purposes.
- (j) No newsrack shall be used for advertising signs or publicity purposes other than that which is essential to identify the newspaper, periodical or other printed matter offered for sale therein. Advertising signs, promotional decorations, banners and moving signs shall not be permitted on the newsrack, except as otherwise provided in this subsection. Neither the newsrack nor any of the permitted lettering thereon shall employ reflectorized paint, day-glo, fluorescent or scotchlite reflective materials or materials of like nature.
- (k) Each newsrack shall be maintained in a clean and neat condition and in good repair at all times, including snow removal from on the newsrack and within one (1) foot in all directions around the base or bottom of the newsrack.
- (l) Every person who places or maintains a newsrack on the public streets of the Town of Reading shall have his name, address and telephone number affixed thereon in a place where such information may easily be seen.
- (m) Every person who places or maintains a newsrack on the public streets of the Town of Reading shall give written notification of the location of any such newsrack to the Board of Public Works Town Manager.

Section 65. The provisions of this By-Law shall also apply to existing newsracks within the Town of Reading, except that the distributors thereof shall have thirty (30) days within which to comply with the said provisions or within such additional time as may be allowed in the discretion of the Board of Public Works.

Section 65. A. If it should appear that any distributor is violating any provision of this By-Law, it shall be the duty of the Superintendent of Public Works Town Manager or his designee to determine whether or not such a violation has occurred and thereafter to notify the distributor to correct the violation. Such notification and direction shall be in

writing; it shall specify the nature of the violation and whether or not it warrants removal of the newsrack if not corrected, and it shall direct correction; it shall be served upon the distributor in hand, or it shall be telephoned to the distributor at the telephone number designated by the distributor as provided in section 4.B.(3)(l) above and confirmed in a written notice, mailed by certified mail with return receipt requested to the address designated by the distributor as provided in section 4.B.(3)(l) above. During such period, the distributor shall have a right to a hearing before the Superintendent of Public Works Town Manager or his duly designated representative to determine whether or not such violation has occurred and whether or not the nature of such claimed violation warrants removal prior to final determination. At such hearing the distributor shall have the right to examine the evidence upon which the Superintendent Town Manager or his designee acted, to cross-examine any witnesses who may have appeared before him and to offer any evidence which may tend to show that the subject newsrack does not violate any provision of this By-Law and that the claimed violation is not of a nature which warrants removal prior to final determination. The hearing officer shall promptly review such evidence, notify the distributor of his decision with respect thereto, and if necessary, afford the distributor a reasonable opportunity to comply with such determination. If said violation is not corrected within such period or such further reasonable period as may be contained in a superseding notice by the hearing officer, the Board of Public Works Town Manager shall remove such newsrack and place it in storage in a secure place. The cost of removal and storage shall be billed to the distributor, and in the event of nonpayment, a civil suit for money damages may be brought by the Town Counsel. If such newsrack is not claimed within thirty (30) days, it shall be treated as abandoned property and disposed of as provided by law.

B. Any distributor who, having been notified and directed as provided herein to correct a violation of the provisions of this By-Law, fails to correct such violation as provided in such notice shall be guilty of a violation of this By-Law and shall be subject to punishment as provided in Article XXVII of the By-Laws of the Town of Reading. Each day the violation remains uncorrected shall be considered a separate offense and violation of this By-Law.

C. Any distributor or other person aggrieved by a finding, determination, notice or action taken under the provisions of this By-Law may appeal to the Board of Public Works Selectmen. An appeal shall be made in writing, and it must be filed within three (3) days after the receipt of written notice of any protested decision or action with the Town Clerk by a letter of appeal briefly stating therein the basis for such appeal. The Town Clerk shall forward such notice of appeal to the Board of Public Works Selectmen. A hearing thereon shall be scheduled by the Board of Public Works Selectmen to be held on a date no more than fifteen (15) days after receipt of such letter. The appellant shall be given at least five (5) days notice of the time and place of the hearing. The Board of Public Works Selectmen shall give the appellant or any other interested person a reasonable opportunity to be heard in order to show cause why the determination or action appealed from should not be upheld. The Board of Public Works Selectmen shall make a final determination at the conclusion of the hearing or as soon thereafter as is practicable. In the event that a distributor is successful in reversing a determination that the claimed violation was of a nature which warranted removal pending a final determination, no fee shall be imposed for the removal and storage of the newsrack which was the subject of the appeal, and failure to comply with such determination shall not serve as a basis for prosecution under subsection B. of this Section 65.

Section 76. Nothing contained in this By-Law shall be interpreted to limit or impair the exercise by the Town of Reading of its police power in the event of an emergency to remove any newsrack which presents a clear and present danger of imminent personal injury or property damage to users of the

public streets of the Town. Further, nothing contained in this By-Law shall be interpreted to limit or impair the ability of the Town of Reading to temporarily remove or relocate any newsrack in order to allow the Town to perform municipal work or other services in the location or immediate vicinity of such newsrack, in the event such newsrack has not been temporarily removed or relocated by the distributor within twenty-four (24) hours of telephone or written notice from the Town of its intention to perform municipal work or services in the location or immediate vicinity of such newsrack.

Section 87. Any distributor placing newsracks on sidewalks or other public place within the Town of Reading shall provide liability insurance in the amount of \$1,000,000.00, for each occurrence, for bodily injury, and in the amount of \$500,000.00, for each occurrence, for property damage, naming the Town of Reading as an insured. Any such distributor shall further agree to hold the Town of Reading, its Officers, Boards, Commissions, Committees, and their employees, agents, and assigns, harmless in any suit brought against the Town or any of its Officers, Boards, Commissions, Committees, and their employees, agents and assigns arising out of the use, operation or maintenance of the newsracks. Any distributor placing newsracks on sidewalks or other public places within the Town of Reading shall further indemnify and hold the Town of Reading, its Officers, Boards, Commissions, Committees, and their employees, agents and assigns harmless from any damage caused to any newsrack by virtue of the Town of Reading performing snow removal or other municipal services on the Town's public streets, roadways and sidewalks.

Section 98. In the event any section, subsection or provision of this Article XXXVI shall be held to be invalid, such invalidity shall not effect the validity of any other section, subsection or provision hereof.

ARTICLE XXXVII

Smoking Regulations

~~(No person shall smoke or have in his possession any lighted cigar, cigarette or other tobacco product in any building or room owned or occupied by the Town other than in specifically designated areas. The Town Manager, the Superintendent of Schools and the Manager of the Light Department shall designate areas in which smoking shall be allowed, and shall post an appropriate number of signs indicating those areas in which smoking is prohibited.)~~

(Whenever in the foregoing By-Laws, the word "he" appears, this shall also mean "she"; "his" shall mean "her"; and "himself" shall mean "herself")

SCHEDULE A - CLASSIFICATION PLAN - TOWN OF READING

<u>GRADE</u>	<u>JOB TITLES</u>	
12	Director of Public Works	S
	Police Chief	S
	Fire Chief	S
11	Assessors' Appraiser	S
	Asst. Director Public Works, Operations	S
	Town Engineer	S
	Library Director	S
	Town Planner	S
	Treasurer Collector	S
10	Town Accountant	S
	Building Inspector	S
	Cemetery Director	S
9	Health Director	S
	Assistant Library Director	S
	Supervisors:	
	Highway & Sanitation	
	Forestry & Parks	
	Water Treatment & Pumping Stations	
	Water & Sewer	
	Town Clerk	S
	Recreation Supervisor	S
	Assistant Treasurer	S
8	Pumping Station Engineer	
	Department Head, Technical Services, Library	
	Conservation Administrator	S
	Assistant Town Clerk	
	Building Maintenance Supervisor	
	Fire Department Mechanic	
	Assistant Collector	S
7	Personnel Administrator	S
	Veterans Agent	S
	Dept. Head, Circulation, Library	
	Dept. Head, Children's Room, Library	
	Reference/Community Services Librarian	
	Reference/Information Librarian	
	Business Administrative Assistant	
	Town Collector - D.P.W.	
	Fire Alarm Lineman	
	Administrative Assistant - Town Manager	
	Administrative Assistant - Police Dept.	

SCHEDULE A - CLASSIFICATION PLAN - TOWN OF READING

PAGE 2

GRADE

JOB TITLE

6	Administrative Secretary - D.P.W. Administrative Secretary - Fire Dept. Fire Alarm Groundman Civilian Fire Dispatcher
5	Library Technician/Reference & Circulation Library Technician/Technical Services Library Secretary Hearing Reporter
4	Library Clerk Cataloging/Children's Room Library Clerk Programming/Children's Room Library Clerk/Circulation
3	Library Materials Repair Clerk
2	Laborer
1	Temporary Laborer Library page

Salaried positions (denoted S) are exempt from payment for overtime.

Schedule B - Compensation Plan - Town of Reading

Grade	<u>Minimum</u>		<u>1/2 P.T.</u>	<u>Mid</u>	<u>Maximum</u>	
	<u>Week</u>	<u>37.5hr</u>			<u>Week</u>	<u>40hr</u>
1	175.87	4.69	4.40	186.86	197.85	219.83
2	194.00	5.17	4.85	208.54	223.09	252.17
3	223.33	5.96	5.58	240.07	256.82	290.32
4	251.71	6.71	6.29	272.17	292.65	333.59
5	283.34	7.56	7.08	308.12	332.89	382.44
6	317.54	8.47	7.94	347.72	377.91	438.28
7	357.78	9.54	8.94	395.36	432.92	508.66
8	402.91	10.74	10.07	447.24	491.55	580.18
9	451.76	12.05	11.94	505.96	560.16	668.57
10	510.38	13.61	12.76	575.41	640.43	769.65
11	576.45	15.37	14.41	654.27	732.08	887.70
11	646.24	17.23	16.16	739.99	833.74	1021.23

Note - Reflects a 5.0% increase from FY 1987

ARTICLE XXIV PERSONNEL

SECTION 1. PURPOSE AND AUTHORIZATION

The purpose of the personnel by-law is to establish fair and equitable personnel policies and to establish a system of personnel administration based on merit principles that ensures a uniform, fair and efficient application of personnel policies. The by-law is adopted pursuant to the authority granted by Article LXXXIX of the Constitution of the Commonwealth and General Law, Chapter 41, Sections 108A and 108C.

SECTION 2. APPLICATION

All Town departments and positions shall be subject to the provisions of this by-law except elected officers and employees of the School Department, and Light Department.

SECTION 3. ADMINISTRATIVE

The Board of Selectmen shall be responsible for establishment and maintenance of a personnel system based on merit principles, the classification and reclassification of positions, an annual compensation plan and the development and promulgation of personnel policies pursuant to Section 5 of this by-law.

SECTION 4. PERSONNEL SYSTEM

A personnel system shall be established by promulgation of policies pursuant to Section 5. The Town Manager shall administer the personnel system. The personnel system shall make use of current concepts of personnel management and shall include but not be limited to the following elements:

- (a) **Administration:** Maintenance of personnel records, implementation of effective recruitment and selection processes, maintenance of the classification and compensation plans, monitoring of the application of personnel policies and periodic review and evaluation of the personnel system.
- (b) **Classification Plan:** Position classification plan for all employees subject to this by-law based on similarity of duties performed and responsibilities assigned, so that the same qualifications may be reasonably required for, and the same schedule of pay may be equitably applied to all positions in the same class.
- (c) **Compensation Plan:** Compensation plan for all positions subject to this by-law consisting of:

- 1 a schedule of pay grades including minimum, maximum and intermediate rates for each grade; and
- 2) an official list indicating the assignment of each position to specific pay grades;

(d) **Recruitment and Selection Policy:** Recruitment, employment, promotion and transfer policy ensuring that reasonable effort is made to attract qualified persons and that selection criteria are job related.

(e) **Personnel Records:** Centralized record keeping system maintaining essential personnel records.

(f) **Personnel Policies.** Establishing the rights and benefits to which personnel employed by the Town are entitled and the obligations of said employees to the Town.

No employee may be appointed to a position not included in the classification plan.

SECTION 5. ADOPTION AND AMENDMENT OF PERSONNEL POLICIES

Personnel policies defining the rights, benefits and obligations of employees subject to this by-law shall be adopted or amended as follows:

(a) **Preparation of Policies.** Any member of the Board of Selectmen, the Town Manager, or any three employees may suggest policies for consideration by the Board of Selectmen. The Board need not consider any proposal already considered in the preceding twelve months. Any person proposing a new or amended policy shall provide the substance and the reason for the proposed policy to the Board in writing. The Board shall hold a public hearing on any proposed policies or amendments. Any proposed policies or amendments shall be posted at least five (5) days prior to the public hearing in prominent work locations, and copies of all proposals shall be provided to representatives of each employee collective bargaining unit.

(b) **Public Hearing.** The proponent shall present at the public hearing the proposed policies or amendments, the purpose of the proposal, and the implication of any proposed change. Any person may attend the hearing, speak and present information. Within twenty (20) days after such public hearing the Board of Selectmen shall consider the proposed policies and may vote to adopt the policies, with or without modifications, reject the policies, or indicate that further study is necessary.

(c) **Computation of Time.** In computing time (days) under this bylaw only days when the Town Hall is open for business shall be counted.

SECTION 6. EFFECTIVE DATE

This by-law shall take effect on January 1, 1988. Personnel policies existing prior to said date will remain in effect for at least sixty (60) days from said date and until promulgation of new policies in accordance with Section 5 herein.

Thence northeasterly 42.6 feet
 Thence easterly 78.9 feet
 Thence southerly 45.3 feet
 Thence westerly 94.41 feet by land now or formerly of Keenan to
 said point of beginning of this description
 Said parcel containing 3,690 square feet more or less.
 This motion was voted in the negative.

30 voted in the affirmative
 93 voted in the negative
 2/3 vote required

ARTICLE 14. On motion of Mary S. Ziegler, it was voted to indefinitely postpone Article 14.

On motion of John H. Russell, it was voted that Articles 17, 20, 22, 23 be taken out of order and in that order.

ARTICLE 17. On motion of Richard H. Coco, it was voted that the Town appropriate the sum of \$10,963.02 from the "Insurance Reimbursement In Excess Of \$10,000" fund to the School Department.

ARTICLE 20. On motion of John H. Russell, it was voted to indefinitely postpone Article 20.

ARTICLE 22. On motion of Richard H. Coco, it was voted to indefinitely postpone Article 22.

Article 23. On motion of Peter I. Hechenbleikner, it was voted that the Town amend the following schedule of fees:

<u>AGENCY</u>	<u>PURPOSE</u>	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Health	Milk Stores	\$ 2.00	15.00
Sealer of W/M	Scales/capacity		
	10,000 lbs or over	50.00	50.00
	5,000 to 10,000 lbs	20.00	50.00
	1,000 to 5,000 lbs	15.00	20.00
	100 to 1,000 lbs	10.00	15.00
	10 to 100 lbs	5.00	10.00
	10 lb or less	4.00	5.00
	Each liquid capacity		
	measure (except vehicle		
	tanks) with a capacity of		
	more than one gallon and		
	measures on pumps	1.00	2.00
	Liquid measuring meters		
	(except water meters)		
	Inlet pipe		
	1/2" or less	4.00	5.00
	1/2" to 1"	8.00	10.00
	1" or over		
	vehicle tank (pump)	15.00	25.00
	vehicle tank (gravity)	15.00	25.00
	bulk storage	30.00	30.00
	bulk storage (with certi-		
	fied power)	15.00	25.00
	Taximeters	10.00	10.00
	Machine or device for		
	determining linear or		
	area measurement	4.00	5.00
	Yardsticks	-	2.00
	Tape measure	-	2.00
	All weights and other		
	measurements, each	.50	1.00

<u>AGENCY</u>	<u>PURPOSE</u>	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Sealer of W/M	Charges for repairs, alterations, adjustments or use of special facilities	15.00/hr	20.00/hr
	Return visit or minimum chg.	2.00	5.00

ARTICLE 1. On motion of John H. Russell, it was voted to take Article 1 from the table.

The following report on the New DPW Facility presented by John H. Russell was accepted as a Report of Progress:

REPORT OF PROGRESS

NEW DPW FACILITY

This is the next-to-last Report Of Progress on the new DPW Facility.

We are almost there! -

*The facility is 90% complete.

*The road is completed on both sides of the tracks.

*The crossing is crossable and the signals and gates are in the final stages.

*We will start moving in by the end of this month and will be operational from the new facility by end December.

*We will be completely out of our old facility by the end of January... Close enough to our target date to keep all parties reasonably content.

*And best of all --- We will be within budget!

In fact, we now estimate completion of the facility with approximately \$225K to spare which, coupled with the \$125K land acquisition money returned last spring puts us over \$350K under our appropriation for the complete project.

There are two matters remaining which need Town Meeting action. Both of these matters are items to which the Selectmen have committed their support in the process of clearing all the negotiated hurdles along the way and which now need Town Meeting endorsement.

The first is an exchange of a small amount of Town owned retention area for a comparable amount of retention area owned by Mr. & Mrs. John Biggio, the abutters to the north of our site. This is the subject of Articles 15 and 16 of this Town Meeting which will be taken up at the completion of this report. This was a condition of the Biggios withdrawal of their appeal of the DEQE Order of Conditions which allowed the town to proceed to complete the roadway.

The second is reduction in the size and number of parking spaces required for R & D and office uses in an Industrial Zone. Support of this was an agreement with TASC which allowed us to

obtain the roadway strip at the budgeted price. This is the subject of Articles 9 and 10 of the Special Town Meeting next Thursday evening.

As background for the upcoming articles, and for the information of those who have not ventured down Walker's Brook Drive or Ash Street for a first-hand look, let's take a tour. These slides were taken mid last week, so they give a fairly up to date picture.

1. View of road from Walker's Brook Drive. Looking towards the crossing.
2. This is about half-way up the road toward the crossing.
3. This shows the crossing -- note the signal stantions.

The gates are due 11/21

You can also see the edge of the land which we would trade with the Biggios marked off by the yellow ribbon.

4. This is a view from the crossing showing the Biggio trade land.
5. This shows the Biggio land which will be accessed over the traded land.
6. This shows the trade land from the gas tank area in front of the shop area.
7. This is the trade area again viewed from the corner of the maintenance area.
8. A long shot showing the whole retention area, the shop/office area (85% complete - still some roof and interior work to do) and the maintenance area (only 25% complete but coming fast. This area, the roadway on the west side of the tracks and the crossing were the areas held up by the Biggio appeal.)

We should appreciate the fantastic job our DPW forces did in getting the new road built and the major land moving accomplished so efficiently once we were allowed to proceed. They have done and are doing a fine job.

9. Another long shot showing the heated (85%) and cold storage (100%) buildings.
10. And finally a shot showing the salt storage building (usable now but a overhead door will be added soon.)

I urge all of you to take a few minutes on a Saturday and go down and take a look. There will be an opening ceremony to which you all will be invited, but you don't have to wait 'til then.

By the Spring Town Meeting, we should have completed the move, received all the bills, and had 2 to 3 months of experience with the new facility. You have no idea how we look forward to making a final report.

J. H. Russell

ARTICLE 1. On motion of John H. Russell, it was voted to lay Article 1 on the table.

ARTICLE 15. On motion of John H. Russell, it was voted to transfer the care, custody, management, and control of the following described land, or any portion thereof, which constitutes a portion of the land acquired for the site of the new Department of Public Works garage related facilities and access thereto under Article 7 of the June 19, 1986 Special Town Meeting, to the Board of Selectmen of the Town of Reading, for any municipal purpose, including the possible sale, lease or exchange thereof:

A strip of land approximately 10,200 square feet in area which approximates in size and location the area shown on the plan entitled: "Schedule Plan For Possible Access Road Location" dated August 1987 which constitutes a portion of the 6.6 acres of land, more or less, acquired from the Trustee of Reading Properties Trust by Deed dated November 14, 1986.

95 voted in the affirmative
7 voted in the negative
balance abstentions

2/3 vote required

ARTICLE 16. On motion of John H. Russell, it was voted to authorize the Board of Selectmen of the Town of Reading to convey all or any part of the following described land, which was originally acquired for the site of the new Department of Public Works garage and related facilities and access thereto, to John and Bette Biggio of Reading, Massachusetts in return for the conveyance to the Town of a parcel of land owned by the Biggios and being a portion of Board of Assessors' Plat 44, Lot 16, which land to be conveyed to the Town shall be at least of an equivalent area and of a larger area if necessary, to that land to be conveyed to the Biggios so as to provide for the reproduction or replication of the amount of detention area lost by the Town by reason of the conveyance of the within Town property to John and Bette Biggio; to authorize the Board to convey the below described property at a minimum price of \$1.00; and to authorize the Board of Selectmen to convey all or any part of the said Town property for such amount or larger amount and upon such other terms and conditions as the Board of Selectmen shall consider proper and to deliver deed or deeds therefor to said John and Bette Biggio; to authorize the Board of Selectmen to acquire in exchange therefor land of equivalent size or larger from John and Bette Biggio, at no further cost to the Town, and to authorize the Board of Selectmen to do all other acts and things necessary and proper for financial and other assistance and all things necessary and proper for carrying out the purposes of this vote; A strip of land of approximately 10,200 square feet in area which approximates in size and location the area shown on the plan entitled: "Schedule Plan for Possible Access Road Location" dated August 1987 which constitutes a portion of the 6.6 acres of land, more or less, acquired from the Trustee of Reading Properties Trust by Deed dated November 14, 1986.

85 voted in the affirmative
6 voted in the negative

2/3 vote required

On motion of John H. Russell, it was voted that this meeting stand adjourned to meet after the adjournment sine die of the Special Town Meeting, Thursday, November 12, 1987, at the W. S. Parker Middle School.

Meeting adjourned at 11:12 P.M.

108 Town Meeting Members were present.

A true copy. Attest:

Doris M. Fantasia
Town Clerk

SPECIAL TOWN MEETING
(Seal)
COMMONWEALTH OF MASSACHUSETTS

November 12, 1987

Middlesex, ss.

To either of the constables of the Town of Reading,
Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Reading qualified to vote in elections and Town affairs to meet at the Parker Middle School, 45 Temple Street in said Reading, on Thursday, November 12, 1987, at seven-thirty o' clock in the evening to act on the following articles:

ARTICLE 1 To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Department of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Town Manager and any other Boards or Special Committees.

Board of Selectmen

ARTICLE 2 To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees.

Board of Selectmen

ARTICLE 3 To see if the Town will vote to amend the Capital Improvement Program as provided for in Section 7-7 of the Reading Home Rule Charter, or take any action with respect thereto.

Board of Selectmen

ARTICLE 4 To see if the Town will vote to amend the vote taken under Article 6 of the warrant for the June 16, 1986 Special Town Meeting, which authorized the Board of Selectmen to convey all or any part of property described therein for the minimum amount of Six Million Two Hundred and Fifty Thousand Dollars to Homart Development Company of Chicago, Illinois and upon such other terms and conditions as the Board of Selectmen shall consider proper, so as to provide that the property described in said Article 6 may be conveyed in one or more parcels and by one or more deeds and that one or more of the parcels so conveyed will be to Homart Development Company of Chicago, Illinois and that one or more of the parcels so conveyed will be to Embassy Suites, Inc. of Irvine, Texas, or some other designee of Homart Development Company of Chicago, Illinois, provided that the total amount to be received by the Town for the parcels conveyed shall not be less than the minimum amount specified in the vote under Article 6; and that in all other respects the vote taken under Article 6 is hereby ratified and confirmed, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 5 To see if the Town of Reading will vote to amend its zoning bylaws, by inserting as Section 4.9 the text of said Section set forth in "Reading Planned Unit Development Bylaw, dated October 19, 1987", copies of which have been distributed to all Town Meeting Members and made available for public inspection at the office of the Town Clerk, the office of the Town Manager, the Reading Public Library, and at this Meeting; or to take any other action with respect thereto.

Community Planning & Development Commission

ARTICLE 6 To see if the Town of Reading will vote to amend its zoning bylaws, by inserting at the end of Section 3.1, Districts, a new line with entries under each column heading as follows; or to take any other action with respect thereto:

<u>Type</u>	<u>Full Name</u>	<u>Short Name</u>
"Overlay	Planned Unit Development	PUD"

Community Planning & Development Commission

ARTICLE 7 To see if the Town of Reading will vote to amend its zoning bylaws, by inserting in the Section 4.2.2, Table of Uses, a new line under "Business and Service Uses" with entries under each column heading and a footnote to be placed at the bottom of the table, as follows; or to take any other action with respect thereto:

PRINCIPAL USES	RES	RES	RES	BUS	BUS	BUS	IND
	S-10	A-40	A-80	A	B	C	
	S-20						
	S-40						

"Planned Unit Development no no no no no no SPP*

*Planned Unit Development may be permitted only within a PUD Overlay District on the Zoning Map."

Community Planning & Development Commission

ARTICLE 8 To see if the Town of Reading will vote to amend its zoning map to establish a Planned Unit Development overlay district, as referred to in Section 4.9.2 of the Zoning Bylaws, and to include within that district the following described property; or to take any other action with respect thereto:

Land situated on the northeast side of Walker's Brook Drive, formerly known as John Street, within the Industrial District, being bounded and described as follows::

Beginning at the intersection of the center line of Walker's Brook Drive, and the Industrial District at the Reading/Wakefield Town Line;

THENCE, running northwesterly along the center line of Walker's Brook Drive to its point of intersection with the boundary of the Industrial District;

THENCE, turning and running clockwise along the boundary of the Industrial District to the point of beginning;

BEING the land shown on the Board of Assessors Map 57, Parcels 1, 2, 11, and 19 through 28, inclusive; Map 68, Parcels 6 & 7; and

Land situated on the southwest side of Walker's Brook Drive, formerly known as John Street, within the Industrial District, being bounded and described as follows:

Beginning at the intersection of the center line of Walker's Brook Drive and the Industrial District at the Reading/Wakefield Town Line;

THENCE, running southwesterly along the boundary of the Industrial District to its point of intersection with the northeasterly property line of the Boston and Maine Railroad right of way;

THENCE, turning and running northwesterly along the northeasterly property line of the Boston and Maine Railroad right of way to its point of intersection with the northwesterly boundary of the Industrial District;

ARTICLE 8 (Continued)

THENCE, turning northeasterly and running clockwise along the boundary of the Industrial District to its intersection with the center line of Walker's Brook Drive, formerly known as John Street;

THENCE, turning and running southeasterly along the center line of Walker's Brook Drive to the point of beginning;

BEING the land shown on the Board of Assessors Map 45, Parcels 1, 2, and 3, and Map 46, Parcels 1, and 3 through 10 inclusive.

Community Planning & Development Commission

ARTICLE 9 To see if the Town will vote to amend Paragraph 6.1.2.2 of the Zoning ByLaws of the Town relating to the size of parking spaces by adding thereto the following:

"Notwithstanding the foregoing, in an Industrial District, each off-street parking space required to be provided for office or research and development use shall be not less than eight and one-half (8 1/2) feet in width and eighteen (18) feet in length, exclusive of drive and maneuvering space;"

so that Paragraph 6.1.2.2. will read as follows, or take any other action with respect thereto:

"6.1.2.2. Each required off-street parking space shall be not less than nine (9) feet in width and twenty (20) feet in length, exclusive of drive and maneuvering space. Each off-street loading and unloading space shall be not less than twelve (12) feet wide and thirty-five (35) feet long. Notwithstanding the foregoing, in an Industrial District, each off-street parking space required to be provided for office or research and development use shall be not less than eight and one-half (8 1/2) feet in width and eighteen (18) feet in length, exclusive of drive and maneuvering space."

Board of Selectmen

ARTICLE 10 To see if the Town will vote to amend the table following Paragraph 6.1.1.3 of the Zoning By-Laws of the Town by inserting at the end thereof the following under the columns respectively headed:

Principal Use	Minimum Number of Off-Street parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required
"Office or Research and Development Facility in Industrial District	Three Spaces for Each Thousand (1000) Square Feet of Floor Area or Fraction Thereof	One Space for Each One Hundred Thousand (100,000) Square Feet of Floor Area or Fraction Thereof"

or take any other action with respect thereto.

Board of Selectmen

ARTICLE 11 To see what sum the town will raise by borrowing or from the Tax Levy, or transfer from available funds, or otherwise, and appropriate to the various departments for the purpose of funding salaries to implement the recent pay and classification study, or take any other action with respect thereto.

Board of Selectmen

And you are directed to serve this Warrant by posting an attested copy thereof in at least three (3) public places in each precinct of the Town not less than fourteen (14) days prior to November 12, 1987, the date set for the meeting in said Warrant, and to publish this Warrant in a newspaper published in the Town, or by mailing an attested copy of said Warrant to each Town Meeting Member at least fourteen (14) days prior to the time of holding said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this 20th day of October, 1987.

John H. Russell, Chairman

Eugene R. Nigro, Vice Chairman

Russell T. Graham, Secretary

Paul E. Landers

Mary S. Ziegler
SELECTMEN OF READING

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on October 22, 1987, notified and warned the inhabitants of the Town of Reading, qualified to vote in elections and town affairs, to meet at the place and at the time specified by posting attested copies of this Warrant in the following public places within the Town of Reading:

- Precinct 1. Convenient Food Mart, 1349 Main Street
 Old Hose House, 1249 Main Street
 St. Athanasius Church, 300 Haverhill Street
- Precinct 2. Reading Police Station, 67 Pleasant Street
 Cumberland Farms, 305 Salem Street
 Anton Cleaners, 47 Harnden Street
- Precinct 3. Friendly Variety Store, 245 Washington Street
 Reading Liquors, 345 Main Street
 Wayside Bazaar, 107 Main Street
- Precinct 4. Hanson's Service Station, 4 West Street
 Dragon Corner Store, 206 West Street
 Spence Farm Market Gardens, 40 West Street
- Precinct 5. Community Center, 52 Sanborn Street
 B & M Railroad Station, High Street
 Joshua Eaton School, 365 Summer Avenue
- Precinct 6. Fire Station, 267 Woburn Street
 Housing for the Elderly, 1 Frank D. Tanner
 Drive
 Alice M. Barrows School, 16 Edgemont Avenue
- Precinct 7. Austin Preparatory School, 101 Willow Street
 P & S Convenient Store, 287 Lowell Street
 Town Hall, 16 Lowell Street
- Precinct 8. Meadowbrook Golf Club, 292 Grove Street
 Memorial High School, 62 Oakland Road
 Arthur W. Coolidge Jr. High School, 89 Birch
 Meadow Drive

The date of posting being not less than fourteen days prior to November 12, 1987, the date set for the meeting in this Warrant.

I also caused an attested copy of this Warrant to be published in the Reading Chronicle in the issue of October 23, 1987.

Sally M. Hoyt
Constable of Reading

SPECIAL TOWN MEETING

W. S. Parker Middle School

November 12, 1987

The meeting was called to order by the Moderator, Paul C. Dustin, at 7:51 P.M., there being a quorum present.

The Invocation was given by Reverend Robert K. Sweet Jr., of the Old South United Methodist Church, followed by the Pledge of Allegiance to the Flag.

The Warrant was partially read by the Town Clerk, when on motion of John H. Russell, it was voted to dispense with further reading of the Warrant, except the Officer's Return which was then read by the Town Clerk.

ARTICLE 1. On motion of John H. Russell, it was voted to take Article 1 from the table.

ARTICLE 1. On motion of John H. Russell, it was voted to lay Article 1 on the table.

ARTICLE 2. On motion of John H. Russell, it was voted to lay Article 2 on the table.

ARTICLE 3. On motion of John H. Russell, it was voted to lay Article 3 on the table.

ARTICLE 1. On motion of John H. Russell, it was voted to take Article 1 from the table.

ARTICLE 1. The following report of John H. Russell was accepted as a Report of Progress:

REPORT OF PROGRESS
READING LANDFILL DEVELOPMENT
under Article 1
SPECIAL TOWN MEETING
NOVEMBER 12, 1987

On October 5, 1987, the Board of Selectmen and Homart Development signed a Purchase and Sale Agreement for approximately 29 acres of the former Reading landfill for the sum of six million dollars. Homart intends to build 4 office buildings totaling 750,000 sq. ft.

Also that same evening, the Board signed a Purchase and Sale Agreement with Embassy Suites, subject to ratification by this Special Town Meeting, for approximately 4.5 acres of the landfill for 2.25 million dollars. Embassy plans to build a 200 to 225 room, full service hotel.

Upon closing, now anticipated to occur in June 1988, \$6.25 million of the \$8.25 million will be immediately available to the Town. \$2 million will be held in trust fund to offset the cost of any environmental problem that might occur as a result of developing a landfill. All of the extensive testing done by Homart indicates no problems but, in this day of environmental sensitivity, and the impossibility of obtaining title insurance for landfill development, this is a creative way of assuring both the Town and the developers some reserve in case a problem does arise. The interest from this fund flows to the Town, and, in addition, part of the principle of the fund is released periodically to the Town in accordance with a development dependent schedule. The fund is completely released to the Town at the end of sixteen years.

It is projected that in addition to the \$8.25 million sale price, over a million dollars a year of additional real estate taxes and over a quarter of a million dollars a year in hotel taxes will flow to the Town as a result of this development.

This is a keystone to the financial plan to fund the new Fire Station, and the modification to Town Hall in addition to helping support operations. These projects will be discussed at length during the remaining Subsequent Town Meeting sessions.

Two matters relating to the landfill development are before us at this Special Town Meeting.

Article 4 would amend the vote of the June 1986 Special Town Meeting which authorized the sale of the landfill to Homart. At that time Homart proposed to market a portion of the landfill to a hotel developer but did not, at that time, know who it would be. The results of Homart's marketing effort was the selection of Embassy Suites to be the hotel developer. As I previously mentioned, our signing of the Purchase and Sale with Embassy was contingent upon Town Meeting Passing Article 4.

Articles 5,6,7 and 8 establish a Planned Unit Development provision in the Zoning By-law and applies this provision to the development of the industrial area to the east of the railroad track.

We believe the PUD approach is the best way to control the development of this area both from the Town's and the developer's standpoint. We have very little industrial land to develop and we want to be sure that the development is first class and meets the Town's expectations.

The timing of future events depends on many factors, not the least of which is gaining State environmental approvals and Reading planning and conservation approvals. If all goes well, we can look toward closing the land sales by late spring and starting construction of the hotel and the first office building next summer.

We have here with us tonight, Stephen Qualkinbush, Homart's Project Manager for the development of our landfill. Steve originally presented Homart's proposal to us in June of 1986 and has been shepherding the project along since then. Steve did the bulk of the marketing of the hotel site and lately has been spending a large percentage of his life in Boston wending his way thru the State environmental bureaucracy. Also with us is David Hirzell of Sasaki Associates, who are doing engineering studies in support of Homart.

As part of this report of progress, Mr. Moderator, I would like to have Steve and David tell us about Embassy Suites and why Homart recommends them as the hotel developer, discuss their opinion of the PUD Zoning approach, and to give us an overview of the project from their prospective.

J. H. Russell

Development of Town Property on Walkers Brook Drive

Homart Development Co. has been working with the Town of Reading during the past year towards development of the towns 32+ acre property located on Walkers Brook Drive. The past year's activities include:

- 1) Execution of a purchase and sale agreement between the Town and Homart.
- 2) Extensive environmental testing to determine any hazardous waste risks associated with the development.
- 3) Extensive engineering analysis to determine the costs associated with developing the project.
- 4) Master Planning to identify the development concept and likely development program for the site.

- 5) Preparation of an Environmental Notification Form to initiate the required governmental approvals for development.
- 6) Consultation with the Town on preparation of a PUD ordinance to facilitate development controls over the project.

Homart is pleased to report that all six items proceeded favorably during the past year. This progress is due in large part to the hard work of many Town citizens and Homart is grateful for the professional and energetic efforts of these individuals.

In the next year, Homart looks forward to continuing the development efforts in cooperation with the Town as follows:

- a) Put in place pre-closing requirements to permit the sale to be finalized.
- b) Complete the EIR.
- c) Complete Town Approvals required for the development.
- d) Begin construction.

Finally, Homart presented its recommendation that Embassy Suites be designated the hotel developer for the property.

Homart Development Co.

On motion of John H. Russell, it was voted to lay Article 1 on the table.

ARTICLE 4. On motion of John H. Russell, it was voted to amend the vote taken under Article 6 of the Warrant for the June 16, 1986 Special Town Meeting, which authorized the Board of Selectmen to convey all or any part of property described therein for the minimum amount of six million two hundred and fifty thousand dollars to Homart Development Company of Chicago, Illinois and upon such other terms and conditions as the Board of Selectmen shall consider proper, so as to provide that the property described in said Article 6 may be conveyed in one or more parcels and by one or more deeds and that one or more of the parcels so conveyed will be to Homart Development Company of Chicago, Illinois and that one or more of the parcels so conveyed will be to Embassy Suites, Inc. of Irvine, Texas or some other designee of Homart Development Company of Chicago, Illinois, approved by the Board of Selectmen, provided that the total amount to be received by the Town for the parcels conveyed shall not be less than the minimum amount specified in the vote under Article 6; and that in all other respects the vote taken under Article 6 is hereby ratified and confirmed.

95 voted in the affirmative
2 voted in the negative

2/3 vote required

Article 1. On motion of John H. Russell, it was voted to take Article 1 from the table.

The following reports on the PUD presented by George V. Hines and Richard D. Howard were accepted as Reports of Progress.

COMMUNITY PLANNING AND DEVELOPMENT
PLANNED UNIT DEVELOPMENT BY-LAW

The Community Planning and Development Commission will be presenting four articles - 5, 6, 7, and 8; all relating to the adoption of a Planned Unit Development provision to our Zoning By-law.

Article 5 is the actual text which is being proposed to be added to the Zoning By-laws as Section 4.9.

Article 6 & 7 provide for language changes to appropriate sections of the Zoning By-law to incorporate the proposed new section in the by-law.

- Article 6 provides for inclusion of the PUD District to the list of districts in Section 3.1.
- Article 7 provides for inclusion of the PUD District to the Table of Uses in Section 4.2.2.

Article 8 is the map which contains the parcels that are being recommended for inclusion in the Overlay District. The parcels of land in the Overlay district are the only ones which the PUD provision will apply to.

Through our early involvement and participation in the Selectmen's negotiations with Homart Development Corporation it became evident that some form of zoning controls would be required and the developer suggested a Planned Unit Development By-law as an appropriate method that might apply.

The Community Planning and Development Commission developed a Request for Proposal and advertised for firms to conduct a Planned Unit Development study for Reading. As a result of interviews with interested firms, the Community Planning and Development Commission awarded the contract for the PUD study to Rizzo Associates and their subconsultant Wallace Floyd Associates.

I am sure I speak for the entire Commission when I say that we entered the process with an open mind as to whether a PUD concept was appropriate for Reading. I also feel safe in saying that it became evident to us early in the study that this was the best means for controlling development and we set out from that point to develop the best possible PUD controls no matter who the developer shall be. Commission member Dick Howard, who was Chairman when the study began, remained the Commission's primary liaison with the consultant and along with Tom Stohlman became the Commission's PUD subcommittee. They will be giving you a complete overview of the process as well as a review of the proposed PUD provisions. The consultant team of Jim Purdy and Ed Shoucair are also present to review the material and assist in answering your questions.

The culmination of a very intensive, public study process was a cable televised Public Hearing on the prehearing version of Article 5 and 8. Although sparsely attended the hearing provided an opportunity for the Commission to receive some valuable comments and as a result the final version of the proposed by-law contains 7 changes which will be detailed in the presentation on these articles. The amended version of Article 5 received the unanimous support of the Commission with a 5-0 vote to recommend the passage of Article 5 to Town Meeting.

Article 8, the Overlay District, was the subject of substantial discussion of a Commission quorum consisting of members Howard, Stohlman, Favalaro and Hines and on a vote of 4-0 it was

Planned Unit Development

- o Large Area Planning
 - o Flexibility
 - o Amenities
 - o Optional
-

Purpose

- o The purpose of a PUD is to permit mixed-use, large scale developments, while requiring more rigorous development standards than in an underlying zone.
-

Why PUD?

Town Gets:

- o Higher Quality
- o More Extensive Review
- o Better Planning

Developer Gets:

- o Controls Suited To Site
- o Predictability

READING PUD ZONING BYLAW

1987

PLANNING PROCESS

August 25	Community Planning and Development Commission and consultants began a zoning study to determine the development issues potentially affecting the future of the industrial zone along Walker's Brook Drive.
September 15	Conducted first public meeting aimed at seeking input from residents, abutters, and others.
September 16 - 30	Drafted preliminary PUD Bylaw incorporating results of research and recommendations made by Town officials, board members, and residents.
October 1	Draft PUD was presented at second Public Meeting for further discussion and public input.
October 2	Redrafted PUD Bylaw to incorporate recommendations given at October 1 meeting and other relevant information.
October 3	Began writing final draft of PUD Bylaw, while continuing to conduct follow up meetings with Community Planning and Development Commission and Town Counsel.
November 2	Public Hearing on Main PUD Articles.
November 5	Public Hearing on Minor PUD Articles. Public Information meeting on PUD Bylaw.
November 12	Special Town Meeting

Commonly Asked Questions

1. What does the Planned Unit Development (PUD) Bylaw do?

The PUD Bylaw creates an optional overlay district covering a section of the Industrial Zone along Walkers Brook Drive. Within this area, a developer may conform either the existing zoning or seek a special permit from the Community Planning and Development Commission (CPDC) to build a PUD.

PUDs allow for the construction of high quality, mixed-used real estate developments by permitting a mix of land uses, densities, and building types in a single development.

2. Does the PUD Bylaw provide better protection than regular zoning?

The Bylaw provides significantly more protection to the town than regular zoning because it requires that a proposed development meet more rigorous development standards. Before being approved, the CPDC must find that a proposed PUD has a net benefit and that there are no significant adverse impacts, including, but not limited to: impacts on local traffic, the environment, and public facilities.

3. If the Bylaw is so tough, why would a developer want to build a PUD?

The greatest single advantage to a PUD is that it offers a developer an opportunity to reduce their construction costs by building taller buildings. Also, once a PUD is approved, then a developer will know exactly what he/she can build in the future, so long as the developer sticks to plan approved by the Town.

4. What does the Town get?

Some of the advantages of a PUD, include: a positive re-use of the town landfill, increased tax dollars, job opportunities, and additional open space, control over design and traffic impacts.

5. Will a PUD Bylaw help the town's tax base?

Because a PUD Bylaw may bring new development to the town, PUDs should translate into a stronger tax base. To take the proposed Homart development as an example, according to the Town Assessors Office, when complete the development is project to generate 1.7 million dollars in new taxes each year.

6. Isn't a PUD too big and complex to understand?

The Bylaw is lengthy in order to provide Reading all the protection and extra benefits that a PUD can offer. It isn't any more complex than the rest of the Zoning Bylaw as a whole, which has many sections a developer must heed. The attached summary goes through it step by step.

SUMMARY OF PROPOSED PUD ZONING BYLAW SECTION 4.9

Sections of the PUD Bylaw cover the following things:

- 4.9.1 P.1 PURPOSE:
The purpose of a PUD is to permit mixed-use, large scale developments, while requiring more rigorous development standards than in an underlying zone.
- 4.9.2 P.1 OVERLAY DISTRICTS:
PUD works as an overlay district, with the land owner given choice of PUD or base zoning.
- 4.9.3 P.2 SPECIAL PERMIT REQUIRED:
PUD development needs special permit from Reading Community Planning and Development Commission (CPDC).
- 4.9.3. P.3-8 OVERVIEW OF SPECIAL PERMIT PROCESS:
Section 1-18 These sections give a detailed description of PUD review process.
- 4.9.3.2. P.3 Pre-Application Conference (Optional):
This conference gives the Developer and CPDC an opportunity to prepare for submission of a Preliminary Plan.
- 4.9.3.3. P.4 Preliminary Plan:
A Preliminary Plan for the entire proposed PUD is filed according to detailed CPDC submission requirements and made available to the public.
- 4.9.3.4. P.4 Submission Fee:
A Submission Fee is required to cover the Town's cost of reviewing the proposed project.
- 4.9.3.6 P.4 Town Review:
Town Officials and Boards may review the Preliminary Plan.
- 4.9.3.7. P.4 Public Hearing:
A Public Hearing is held within 65 days of submitting a Preliminary Plan to solicit public input.
- 4.9.3.8. P.5 Decision on Preliminary Plan:
After 21 days the CPDC makes a decision on the Preliminary Plan. If the Plan is approved, the Developer prepares a Final PUD Plan and the review continues; with CPDC modifications, if required.

- 4.9.3.9. P.5 Public Improvements Compensation:
The Developer is required to make or share in cost of necessary public improvements.
- 4.9.3.10. P.5 Submission of Final Plan:
A Final Plan must be submitted for review 59 days after the first Public Hearing.
- 4.9.3.12. P.6 Public Hearing and Decision on Final Plan:
A Public Hearing on the Final Plan must be held 69 days after the first Public Hearing. A Special Permit is granted when the CPDC determines that the Final Plan conforms with the approved Preliminary Plan and the requirements of Sections 4.9.4 and 4.9.5.
- 4.9.3.15. P.6 Amendments to Plan:
Major and Minor amendments to the Final Plan are defined. Major Amendments represent substantial changes and require reconsideration from the Preliminary Plan stage.
- 4.9.3.16/17. P.7 Development Schedule and Phased Development:
Unless the CPDC grants an extension, construction of a PUD must begin construction within 2 years. A PUD may be built in phases, subject to limitations. All phases must be reviewed in the original plan and built in conformance with it.
- 4.9.3.18. P.8 Conformity with PUD Plan and Special Permit:
No construction can begin for any phase until the CPDC reviews a "Design Submission" (including: architectural, site, and landscape design documents) and finds it conforms to the Special Permit.
- The CPDC may require performance bonds or other guarantees of proper completion. The CPDC may revoke a Special Permit if the Developer has failed to follow the approved PUD Plan.
- 4.9.4 P.9-13 USE AND DIMENSIONAL REQUIREMENTS:
This section spells out the basic Use and Dimensional Requirements.
- 4.9.4.1 P.9 Parcel Size and Eligibility:
There are two types of PUDs: small and large. A small PUD parcel is 80,000 square feet or greater. Development parcels of 500,000 square feet or more are considered large PUDs.
- Proposed PUDS may include pre-existing buildings and more than one principal building may be located on a lot.

- 4.9.4.2 P.10 Permitted Uses:
Permitted uses include: office, research and development (not involving specified nuclear, genetic, or biohazardous materials), a full-service hotel, limited residential uses adjacent to a Residential District, parking, open space and ancillary uses such as places of assembly, and restaurant.
- 4.9.4.3. P.10 Intensity of Use:
The basic floor area ratio (FAR: the total gross building floor area divided by the area of the development parcel) is .50 for small PUDs and .55 for large PUDs.
- 4.9.4.4./5. P.10 Discretionary Intensity and Height Allowance:
The CPDC may increase the permitted FAR to .65 in a small PUD; in a large PUD, the CPDC may increase the FAR to 0.7 and height limit to 12 stories. In either case it must find that the net benefit to the Town is increased according to one or more specific criteria: making significant site improvements, public facility improvements, dedication of additional open space or recreational facilities, pursuit of neighborhood and town wide community improvement goals, provision of outstanding design/public art, and/or development of affordable or elderly housing.
- 4.9.4.6.1 P.11 Height Limits:
The basic height limit is 84 feet or six stories in a large PUD. In a large PUD only, if the CPDC finds that the net benefit to the Town is increased and no adverse impact would result, a third of the buildings (i.e., containing a third of the total floor area) may extend up to 10 stories; in PUD's of 1,000,000 sf or more, one building may be up to 12 stories. (See formulas and limitations in this section.)
- 4.9.4.6.2. P.12 Setbacks and Buffers:
All non-residential buildings must be located at least 150 feet from existing residential structures and may not cast shadows on residential structures between February 21 and October 21 from 9 AM to 3 PM. Setbacks are 75 feet along major streets and 50 feet elsewhere along a PUD parcel boundary. A 50 foot buffer (which cannot include parking) must be provided along major streets and residential properties.
- 4.9.4.7. P.13 Required Open Space:
A PUD must set aside at least 15% of its total parcel area as open space.
- 4.9.5 P.13 Environmental Standards & General Guidelines:
To approve a PUD, the CPDC must find: 1) it conforms to local plans, 2) no significant adverse impact will result in design, traffic, natural environment, open space, public facilities, or fiscal impact, and 3) net benefits outweigh all impacts.

4.9.5.2. P.14-16
Section 1-5

Transportation, Site Circulation, and Parking:

The CPDC may not approve a proposed PUD which in its opinion has significant adverse traffic impact. All PUDs must include an acceptable Transportation Plan aimed at reducing traffic congestion in the area.

A PUD must provide sufficient off-street parking (specified in this section).

4.9.5.5. P.16
Section 1-6

Design Quality:

All PUDs are subject to a rigorous design review, including: building placement to preserve important views, articulated rooflines and windows to provide a variety of building styles, location of taller buildings away from major streets and residential areas, use of materials which reduce the visibility of buildings, and use of manmade and natural materials to enhance the aesthetic image of the PUD.

All open area within a PUD must be landscaped, including parking areas and roadways.

The flowchart illustrates the Special Permit Process, divided into three main phases: Development, Review, and Construction.

Development Phase:

- Starts with **DEVELOPMENT**.
- Leads to **Pre-Application Conference w/ CPCD (optional)**.
- Followed by **Preliminary Plan Submission**.

Review Phase:

- Includes **CPCD Review**.
- Leads to **PUBLIC HEARING**.
- Followed by **CPCD Action on Preliminary Plan**.
- Leads to **Final Plan Submission**.
- Followed by **PUBLIC HEARING**.
- Leads to **CPCD Action on Final Plan**.

Construction Phase:

- Includes **DESIGN SUBMISSION**.
- Followed by **CPCD decides on Conformity to Final Plan**.
- Leads to **Building Inspector**.
- Followed by **Building Permit**.
- Leads to **CONSTRUCTION**.

Time Durations:

- 65 days** for the initial review period (from Preliminary Plan Submission to CPCD Review).
- 21 days** for the review period (from CPCD Review to CPCD Action on Preliminary Plan).
- 59 days** for the review period (from Final Plan Submission to CPCD Action on Final Plan).
- 69 days** for the review period (from Building Inspector to Building Permit).
- 90 days** for the review period (from Building Permit to Construction).

Overall Duration: 2 YEAR SPECIAL PERMIT (WITH EXTENSIONS)

READING PUD ZONING STUDY

EXISTING INDUSTRIAL ZONING VERSUS PUD DISTRICTS

	EXISTING ZONING	PUD DISTRICTS
Uses	Manufacturing Office Retail Automotive Wholesale Warehouse Hotel Parking	Office Research and Development Full-Service Hotel Open Space In above: Ancillary Retail Restaurant Places of Assembly Recreation Parking Residential (near Res. Dist.)

TYPICAL SMALL DEVELOPMENT COMPARISON

	<u>Existing Zoning</u>	<u>Small PUD</u>
Site Area	150,000 sf	150,000 sf
Building Floor Area	113,000 sf*	97,500 sf
FAR	.75*	.65 (full incentive)
Building Footprint	22,620*	16,250 sf*
Height	60'	84'
Building Coverage	15.1%	10.8%
Parking	377 spaces	293 spaces
Parking Coverage	122,500 sf*	95,150 sf*
Buffer	12' from Res. Dist.	50' near Res. Properties
Setbacks	100' from Res. Dist. none elsewhere	150' from Res. Properties 75' along major street 50' elsewhere on Dist boundary
Open Space	3%	26%

*Assumes no structured parking.

READING PUD ZONING STUDY

Comparison of Existing Zoning and Proposed PUD

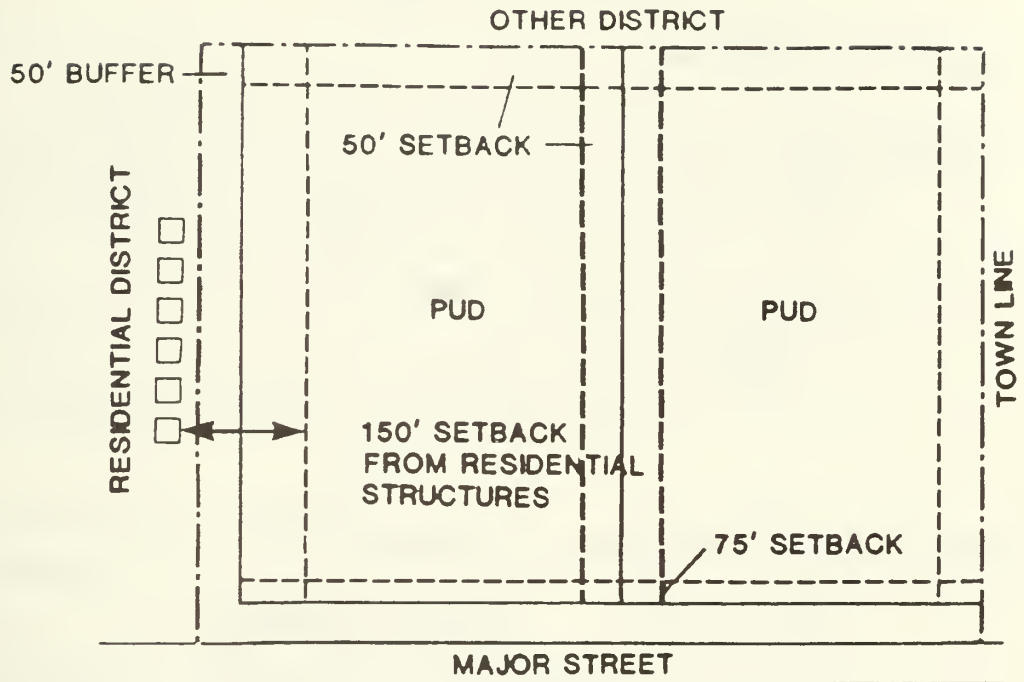
LARGE DEVELOPMENT

	<u>Existing Zoning</u>	<u>Large PUD</u>
Site Area	1,500,000 sf	1,500,000 sf
Building Floor Area	1,155,000*	1,050,000
FAR	.77*	.70 (full incentive)
Building Footprint	231,000*	133,000*
Height	60' (nine bldgs)	168' (one building) 102' (one building) 84' (three buildings)
Building Coverage	15.4%	8.9%
Parking	3,850	3,150
Parking Coverage	1,251,000sf*	1,100,000 sf*
Buffer	12' from Res. Dist.	50' near Res. Properties
Setbacks	100' from Res. Dist. none elsewhere	150' from Res. Properties 75' along major streets 50' elsewhere on Dist boundary
Open Space	1%	18%

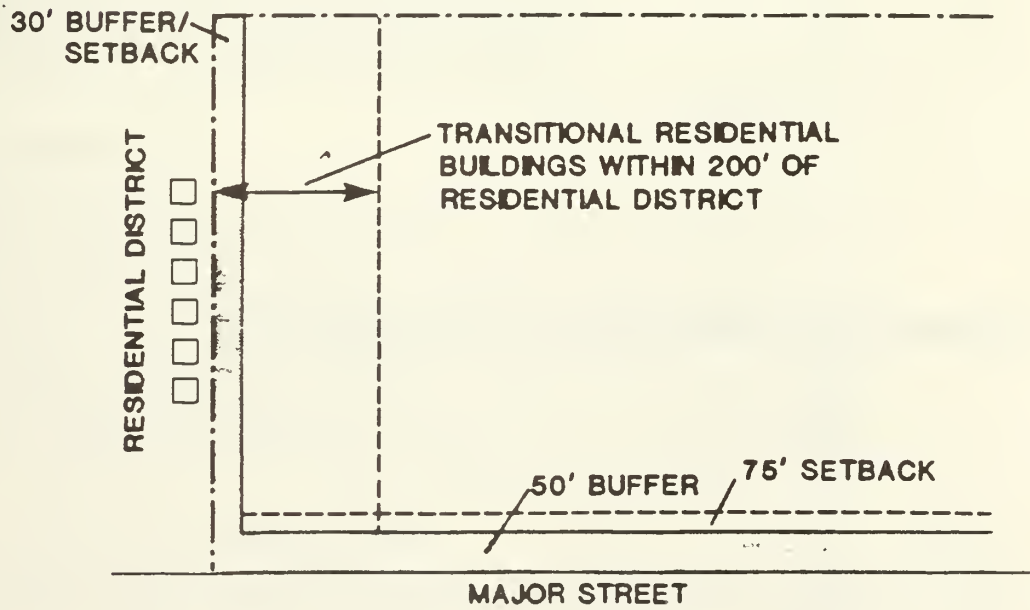
Assumes no structured parking.

SUMMARY OF PUD SETBACKS

1. GENERAL

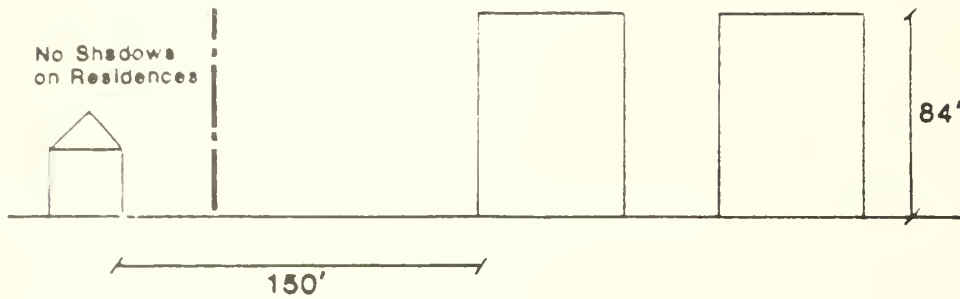


2. RESIDENCES AS TRANSITIONAL USE

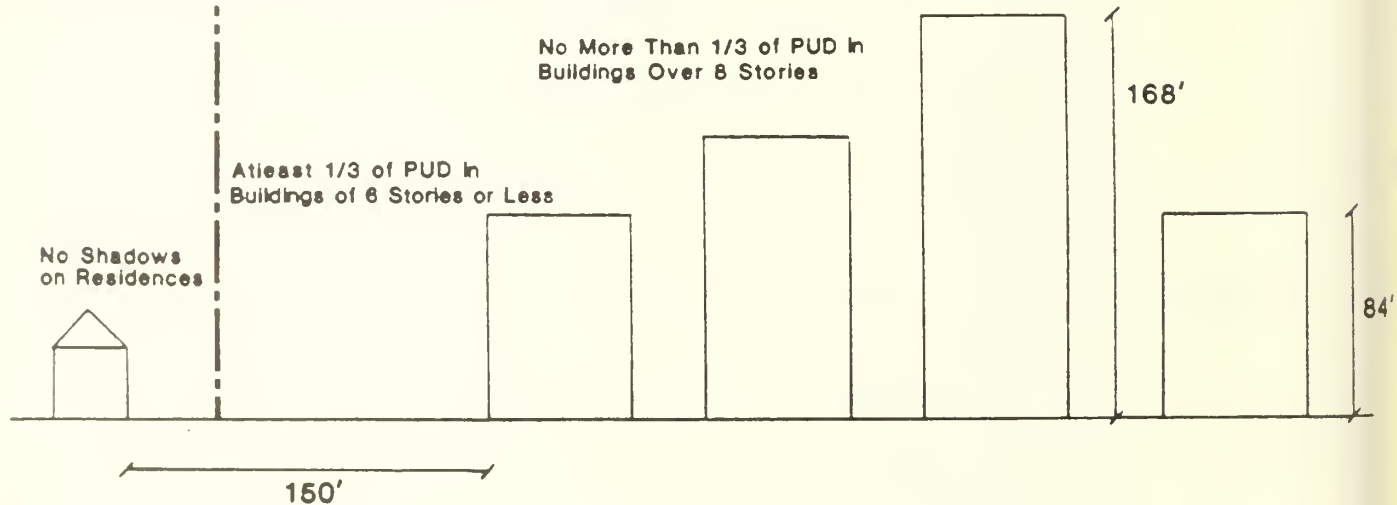


SUMMARY OF PUD HEIGHT LIMITS

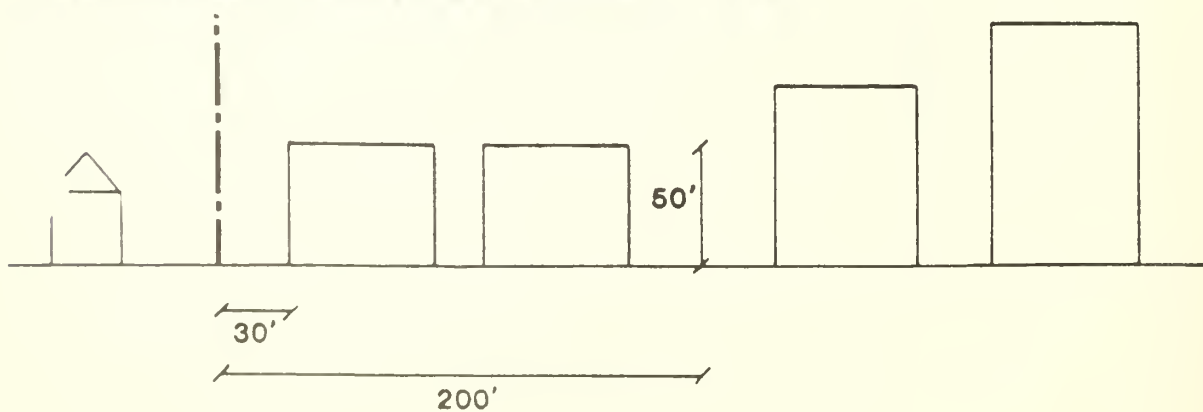
1. Small PUD: 6 Stories / 84'



2. Large PUD: Mix of Heights, Up to 12 Stories / 168'



3. Residences as Transitional Uses (4 Stories / 50' Max.)



voted to recommend the acceptance of Article 8 as it is defined in the motion.

Respectfully submitted,
George V. Hines

REPORT TO TOWN MEETING ON ARTICLES 6 AND 7

The Community Planning and Development Commission held a Public Hearing in the Selectmen's Meeting Room, 6 Lowell Street, Reading, Massachusetts on Thursday, November 5, 1987, on two proposed zoning by-law changes published in the Warrant for the November 12, 1987, Special Town Meeting as Articles 6 and 7.

Eight people excluding commission members, attended the Public Hearing.

At the CPDC meeting held on the same evening, November 5, 1987, the Community Planning and Development Commission voted (3-0-0) to recommend adoption of these two articles.

ARTICLE 6

3.0. ESTABLISHMENT OF DISTRICTS

3.1. Districts

<u>Type</u>	<u>Full Name</u>	<u>Short Name</u>
Residence	Single Family 10 District	S-10
Residence	Single Family 20 District	S-20
Residence	Single Family 40 District	S-40
Residence	Apartment 40 District	A-40
Residence	Apartment 80 District	A-80
Business	Business A District	BUS. A
Business	Business B District	BUS. B
Business	Business C District	BUS. C
Industrial	Industrial	IND.
Overlay	Flood Plain District	F
Overlay	Wetlands Protection District	W
Overlay	National Flood Insurance Flood Management District	NF
Overlay	Planned Unit Development	PUD

3.2. Zoning Map

Districts are shown, defined and bounded on the map entitled "Reading Zoning Map", dated November 1, 1983, as amended, consisting of an index map and 35 sheets containing 39 detailed maps, prepared and signed by the Planning Board, which constitutes a part of these By-laws. The map shall be kept on file and current by the Planning Board, who shall supply copies to the Town Clerk, the Building Inspector and the Board of Appeals. There shall be appended to the "Reading Zoning Map" as Exhibits 1, 2, 3 and 4 the maps entitled "Flood Insurance Rate Map, Town of Reading, Massachusetts Middlesex County" with an effective date of July 2, 1981 consisting of Panel 1 of 4, Panel 2 of 4, Panel 3 of 4 and Panel 4 of 4

3.3. Boundaries of Districts

3.3.1. Boundaries of zoning districts shall be interpreted as follows:

3.3.1.1. Where a boundary is indicated within a street or railroad right of way, the boundary shall be the center line of such street or right of way. Where a boundary is indicated approximately parallel to a street or railroad right of way, together with a single noted dimension, it shall be interpreted as parallel and located the noted distance from the center line of such street or right of way. Where a boundary is indicated together with two or more dimensions, it shall be interpreted consistent with such dimensions. Where an undimensioned boundary apparently follows property lines in existence at the time of the establishment of such boundary, it shall be so interpreted. All other boundaries shall be indicated upon the map.

Article 7

4.2.2. Table of Uses

<u>RESIDENCE</u>			BUS	BUS	BUS	IND
S-10	A-40	A-80	A	B	C	
S-20						
S-40						

PRINCIPAL USESResidential Uses

One Family Dwelling	yes	yes	no	yes	no	no	no
Two Family Dwelling	no	yes	no	yes	no	no	no
Apartment	no	yes	yes	yes	no	no	no
Boarding House	no	yes	no	yes	no	no	no

Public and Quasi-Public Uses

Private Kindergartens	SPA	SPA	SPA	no	no	no	no
School	yes	yes	yes	yes	yes	yes	yes
Church	yes	yes	yes	yes	yes	yes	yes
Hospital	no	SPA	no	SPA	SPA	no	no
Nursing Home	no	SPA	no	SPA	SPA	no	no
Club or Lodge	no	no	no	yes	yes	no	no
Combined Service Use	SPA	SPA	SPA	no	no	no	no

Business and Service Uses

Retail Sales	no	no	no	yes	yes	no	yes
Consumer Services	no	no	no	yes	yes	no	yes
Office	no	no	no	yes	yes	no	yes

Table of Uses

	<u>RESIDENCE</u>			<u>BUS</u>	<u>BUS</u>	<u>BUS</u>	<u>IND</u>
	S-10	A-40	A-80	A	B	C	
Financial Institution	no	no	no	yes	yes	yes	yes
Wholesale Business	no	no	no	yes	yes	yes	yes
Hotel or Motel	no	no	no	yes	yes	yes	yes
Tourist or Trailer Camp	no	no	no	no	no	no	no
Place of Assembly	no	no	no	yes	yes	no	yes
Funeral Establishment	no	no	no	yes	yes	no	yes
Veterinary Establishment	no	no	no	yes	yes	no	yes
Planned Unit Development	no	no	no	no	no	no	SPP*

Automotive Uses

Sale of New or Used	no	no	no	yes	yes	no	yes
Service Station	no	no	no	yes	yes	no	yes
Repair Garage	no	no	no	yes	yes	no	yes
Car Wash	no	no	no	yes	yes	no	yes
Commercial Parking Lot	no	no	no	yes	yes	no	yes
Auto Grave Yard	no	no	no	no	no	no	no

*Planned Unit Development may be permitted only within a PUD Overlay District on the Zoning Map."

Respectfully Submitted.
Richard D. Howard

TEXT OF ARTICLE PROPOSED BY COMMUNITY PLANNING AND DEVELOPMENT COMMISSION FOR
TOWN MEETING CONSIDERATION

READING PLANNED UNIT DEVELOPMENT BYLAW
As Amended, November 2, 1987

4.9. Planned Unit Development

4.9.1. Statement of Purpose and Authority

The purpose of this Section is to encourage the construction of Planned Unit Developments (PUDs) in designated Districts within the Town. Planned Unit Developments shall:

- o permit a mix of land uses, densities, and building types in one development.
- o facilitate high quality, integrated planning of large-scale developments beneficial to the Town and constructed in a manner which is highly responsive to specific sites and their surroundings;
- o require more rigorous development standards than those found in other zoning districts.

4.9.2. Overlay Districts

Planned Unit Development Districts shall take the form of overlay districts covering all or part of Industrial Districts on the Reading Zoning Map. For any land within a PUD district a Developer may choose to conform either to the zoning regulations which govern the underlying district or to the PUD overlay regulations and procedures set forth by this Section, whose specific provisions shall supersede all other provisions in the Zoning By-laws with respect to the underlying district including, without limitation, use, intensity, dimensions, parking, and site plan review; however the provisions of any other overlay district shall continue to apply.

4.9.2.1. Definitions

The following terms shall have for the purposes of this PUD Bylaw, the meanings hereby assigned to them.

Developer: one or more entities proposing together to develop a Planned Unit Development parcel.

Existing: in existence at the time of filing a complete Preliminary PUD Plan submission.

Floor Area Ratio (or "FAR"): in a PUD, the ratio of total gross building floor area in a PUD to the area of the development parcel. Gross floor area shall be measured from outside wall surfaces and shall include ground floor areas of interior atriums and lobbies, and mechanical and utility space on habitable floors; but shall exclude rooftop space, balconies, elevator pits, or non-habitable areas enclosed by ornamental roofs. Structured parking shall not be counted in the determination of Floor Area Ratio. Areas classified as wetlands in MGL Chapter 131 Section 40, as amended, may not exceed 10% of the development parcel area used to compute FAR.

Minor Street: a street used primarily for access to abutting properties or carrying volumes of traffic less than 10,000 vehicles per average day.

Major Street: a street used for through access and carrying volumes of traffic greater than 10,000 vehicles per average day.

PUD Bylaw: Section 4.9. of the Reading Zoning Bylaws including all subsections thereof.

Site: the development parcel upon which a PUD is proposed.

Structured Parking: in a PUD, a parking garage, or all or part of building floors above or below grade to be used for automobile parking.

4.9.3. Special Permit for Planned Unit Development

The Community Planning and Development Commission (the "CPDC"), as the Special Permit Granting Authority, shall have authority to grant a Special Permit to construct a Planned Unit Development ("PUD") by a vote of at least four members of the five member CPDC. The CPDC shall evaluate proposed PUD projects and require all such projects to conform to the Planned Unit Development requirements, standards, and guidelines set forth in Sections 4.9.4. and 4.9.5. to ensure that the benefits to the Town of a proposed project outweigh any adverse impacts before granting a Special Permit. The CPDC shall adopt and from time to time may amend regulations for the review of PUD Developments as provided in MGL Chapter 40A Section 9.

The CPDC shall interpret all provisions of this PUD Bylaw and all definitions and regulations pertinent thereto and shall provide such interpretations upon request by an applicant for a Special Permit to construct a PUD.

4.9.3.1. Overview of Special Permit Process

A Developer choosing to construct a Planned Unit Development in a PUD District shall apply for a Special Permit with the Community Planning and Development Commission. The Special Permit process shall include:

- o Pre-Application Conference. (Optional)
- o Preliminary PUD Plan Review.
- o Final PUD Plan Review.

4.9.3.2. Pre-Application Conference

A Developer desiring to obtain a Special Permit to construct a Planned Unit Development may request a Pre-Application Conference with the Community Planning and Development Commission prior to submitting an application for the Special Permit.

The purpose of the Pre-Application Conference shall be to discuss both the Developer's intentions and the CPDC's requirements with respect to the proposed PUD. Although not required, this preliminary meeting is desirable, since it should help to clarify many procedural and policy issues.

At the Pre-Application Conference, the CPDC shall discuss with the Developer the process for obtaining a Special Permit to construct a PUD and explain to him/her issues and scopes of studies that should be considered in planning the project, including specific submission items, such as appropriate vantage points for visual analysis and extent of the traffic study area. The CPDC shall review existing studies pertinent to the development and the status of other approved PUDs which should be considered in the Developer's analyses. The Developer may discuss his/her development concept and range of options concerning development. Any statement at the Pre-Application Conference made by either the CPDC or the Developer concerning potential disposition of a Special Permit application or the final form of the development shall not be legally binding.

The Developer shall not be required to present any written, quantitative, or graphic materials at the Pre-Application Conference. The CPDC shall make available to the Developer at this time any forms required for application for a Special Permit to construct a PUD.

4.9.3.3. Preliminary Plan

A Developer who wishes to apply for a Special Permit to construct a PUD shall submit to the CPDC an application including a Preliminary PUD Plan submission for the entire proposed project. If the Developer of the PUD comprises more than one entity, all participating entities shall be signatories to the Special Permit application. Two copies of the Preliminary PUD Plan shall remain available to the public during the application process and shall be located in the Town Clerk's Office and Reading Public Library. Any three dimensional model of the proposed project as may be required in the CPDC's regulations shall be displayed at a suitable public building within the Town.

4.9.3.4. Submission Fee

The CPDC shall require a Submission Fee sufficient to cover consultant fees and any other costs associated with reviewing the Preliminary and Final Plan Submissions. The fee amounts shall be as specified in the CPDC's "Fee Schedule for Site Plan Review Process" or in a fee schedule for PUD review specifically adopted and amended by the CPDC from time to time.

4.9.3.5. Preliminary Plan Submission

The Preliminary PUD Plan shall include a complete set of written, quantitative, and graphic materials in the appropriate number according to the PUD Plan Submission Regulations adopted by the CPDC and amended by it from time to time in accordance with MGL Chapter 40A Section 9. The official date of application shall be registered only upon receipt of all materials required by the CPDC.

4.9.3.6. Town Review

Between the date a Developer submits a complete application for a Special Permit to construct a PUD and the date of the first Public Hearing, the CPDC may distribute the Preliminary PUD Plan for review to Town Departments, elected and appointed Town Boards, and such professional planning, architecture, and engineering consultants as the CPDC deems appropriate. All comments on the Preliminary PUD Plan shall be submitted in writing to the CPDC no later than 5 days before the scheduled date of the first Public Hearing. All written comments shall be made a part of the public record on the application for a Special Permit and shall remain a public record.

4.9.3.7. Public Hearing on Preliminary Plan

Within 65 days of the date of receipt of a complete application for a Special Permit to construct a PUD, the CPDC shall hold a Public Hearing. The purpose of the Public Hearing shall be to solicit public comments concerning the Preliminary PUD Plan.

4.9.3.8. Action on Preliminary Plan

Within 21 days after the close of said Public Hearing, the CPDC shall make a determination concerning the Preliminary PUD Plan. If the CPDC approves the Preliminary PUD Plan or conditionally approves it subject to modifications, then the Developer shall submit a Final PUD Plan, as specified in Section 4.9.3.10. If the CPDC disapproves the Preliminary PUD Plan, then the application for the Special Permit shall be denied, and the CPDC shall state in writing its reasons for denial. If the CPDC makes no decision within the specified time limit, then the Preliminary PUD Plan shall be considered approved, and the Developer shall prepare a Final PUD Plan.

4.9.3.9. Public Improvements Compensation

When reviewing a Developer's Preliminary PUD Plan, the CPDC shall analyze the proposed PUD to determine what if any extraordinary public improvements are necessary to accommodate or service the project. The Developer shall be required by the CPDC to provide such needed improvements at no cost to the Town, or alternatively, to offset the expense of such improvements to be provided by the Town; in this case, an expert engineering consultant to the CPDC shall estimate and, after review by the Reading Public Works Director and Town Engineer, the CPDC shall establish the costs of these improvements and the portion thereof to be borne by the Developer.

4.9.3.10. Submission of Final Plan

The Final PUD Plan shall be a definitive plan of development with design sufficiently developed to provide the basis for the CPDC's determinations regarding the requirements, standards, and guidelines of this PUD bylaw, and shall include a complete set of written, quantitative, and graphic materials in the appropriate number according to the PUD Plan Submission Regulations adopted by the CPDC and amended by it from time to time in accordance with MGL Chapter 40A Section 9. The Final PUD Plan shall be consistent with the approved Preliminary PUD Plan except for changes by amendment or in accordance with conditions attached to the CPDC's approval of the Preliminary PUD Plan, and shall satisfy all such conditions.

The Developer shall submit a Final PUD Plan to the CPDC, no later than 59 days after the close of the Public Hearing referred to in Section 4.9.3.7. Failure to submit a Final PUD Plan within the specified time period shall result in termination of the application for a Special Permit to construct a PUD.

Two copies of the Final PUD Plan shall remain available to the public during the application process and shall be located in the Town Clerk's Office and Reading Public Library. Any three dimensional model of the proposed project as may be required in the CPDC's regulations shall be displayed at a suitable public building within the Town.

4.9.3.11. Additions or Amendments to the Preliminary Plan

Additions or amendments to the Preliminary PUD Plan at this stage shall be deemed either major or minor by the CPDC according to Sections 4.9.3.14. and 4.9.3.15. Minor additions or amendments shall be authorized by written approval of the CPDC. Major additions or amendments shall be considered as original items to the application and be subject to the procedures specified in Section 4.9.3.13. The CPDC shall decide whether proposed changes are major or minor.

4.9.3.12. Public Hearing and Decision on Final Plan

Within 69 days after the close of the Public Hearing referred to in Section 4.9.3.7, the CPDC shall hold a Public Hearing to consider issuance of a Special Permit to construct a PUD in accordance with the Final PUD Plan. Approval of the Special Permit shall be granted upon determination by the CPDC that the Final PUD Plan conforms with and meets the requirements, standards, and guidelines set forth in Sections 4.9.4. and 4.9.5, in a manner consistent with the approved Preliminary PUD Plan, and contains all revisions required by the CPDC in its conditional approval of said Plan. The CPDC may grant the Special Permit with conditions consistent with its approval of the Preliminary PUD Plan, and the conditions shall be agreed to in writing by the Developer before the Special Permit is granted. If not granting a Special Permit to construct a PUD, the CPDC shall make its final decision in writing and shall specify its reasons for denial. If the CPDC makes no decision within the 90 days after the Public Hearing referred to in Section 4.9.3.7, then the Final PUD Plan shall be considered approved and the Special Permit to construct a PUD shall be deemed granted.

4.9.3.13. Amendments to Final Plan

After approval of the Special Permit by the CPDC, the Developer may seek amendments to the Final PUD Plan.

Amendments to the Final PUD Plan shall be considered major or minor. Minor amendments, as specified in Section 4.9.3.14. shall be authorized by written approval of the CPDC. Major amendments, as specified in Section 4.9.3.15. shall be grounds for reconsideration of the Special Permit to construct a PUD and shall be reviewed subject to procedures specified above in Sections 4.9.3.5. through 4.9.3.13., as applicable. Denial of a proposed major amendment shall not invalidate the Special Permit to construct a PUD in conformance with the previously approved Final PUD Plan. The CPDC shall decide whether proposed changes are major or minor, and its decision shall be conclusive.

4.9.3.14. Minor Amendments

Minor Amendments are changes which do not substantially alter the concept of the approved PUD in terms of floor area ratio, use, height, provision of open space, or the physical relationship of elements of the development. Minor amendments shall include, but not be limited to the following: small changes in floor area, mix of uses, site coverage, height, setbacks, or open space; small changes in the location of buildings, open space, or parking; or small changes in the alignment of minor streets on-site.

4.9.3.15. Major Amendments

Major Amendments represent substantial deviations from the PUD concept approved by the CPDC. Major amendments shall include, but not be limited to the following: large changes in floor area, mix of uses, site coverage, height, setbacks, or open space; large changes in the location of buildings, open space, or parking; or large changes in the circulation system, including the number and location of access ways.

4.9.3.16. Development Schedule

The Developer shall begin construction of the PUD within 24 months of the date of the granting of the Special Permit (or, if applicable, following appeal as provided in MGL Chap 40A, Sec. 9) in reasonable conformance with the development schedule submitted with the Final PUD Plan. The CPDC shall grant in writing an extension of this time period of up to an additional 24 months upon determination of good cause. If the Developer fails to commence construction of the PUD within 24 months plus any approved extension period, the Special Permit shall lapse.

4.9.3.17. Phased Development

If a phased development is proposed by the Developer, the Final PUD Plan shall contain all required written, quantitative, and graphic information necessary to evaluate the proposed PUD as a whole and to serve as a basis for granting the Special Permit, plus a final Development Schedule for the completion of the PUD indicating the proposed dates and scope of work to be accomplished in each phase. Site improvements may be phased only in conformity with the phasing schedule included in the approved Final PUD Plan, and only to the extent that all requirements, standards, and guidelines of this PUD bylaw are met in each phase. The initial phase shall include at a minimum the site improvements necessary for one or more buildings and may, at the Developer's option, include one or more buildings.

Deviations from the Final PUD Plan in any phase shall be designated a major or minor amendment to the Final PUD Plan by the CPDC and treated as such according to Section 4.9.3.13.

If the PUD is to be developed in phases, the Developer shall begin the construction of each phase in accordance with the approved Phasing Schedule; however, the CPDC shall grant additional extensions in the timing of phases for up to 24 months each as minor amendments to the Final PUD Plan, upon the determination of a reasonable cause. If the Developer fails to commence construction of a PUD phase within the specified time limit for that phase, including any approved extension period, said failure shall be deemed a major amendment to the Final PUD Plan, and the phase at issue and all subsequent phases which depend upon said phase for their construction and operation in conformance with the Final PUD Plan must be re-approved in accordance with Section 4.9.3.13.

4.9.3.18. Conformity with PUD Plan and Special Permit

The CPDC shall include as a condition to all Special Permits granted for construction of PUDs that no construction of a PUD or any phase thereof may be authorized until the CPDC has reviewed and approved a Design Submission for work to be done, such submission to include architectural, site, and landscape design documents, sufficiently developed to permit review of conformance to the Final PUD Plan and Special Permit conditions, in accordance with the PUD Plan Submission Regulations of the CPDC. If deemed necessary by the CPDC, a Public Hearing may be held for review of any Design Submission. Design Submissions shall be reviewed by the CPDC solely for conformity with the Final PUD Plan, with Special Permit conditions, and, only to the extent not already reviewed and approved, with the requirements, standards, and guidelines applicable to the construction of the phase in question. If the CPDC makes no decision upon a Design Submission within 90 days of receipt of all required materials, said Special Permit condition shall be deemed to be satisfied regarding said PUD or phase thereof.

The CPDC may adopt regulations requiring one or more of the following in amounts and durations sufficient to guarantee that all commitments in the approved PUD Plan to provide public improvements or to take other actions are properly completed: performance bonds, deposit of money or negotiable securities with the Town, or a satisfactory agreement with a lending institution to retain funds pending completion of such improvements or actions.

If, for any PUD or construction phase thereof, the CPDC finds that either the Developer has failed to begin development within the specified time period, including any approved extension period, or that the Developer is not proceeding in conformity with the Special Permit, then the CPDC may, after 60 days from written notice (and any additional period which the CPDC may deem necessary so as to provide the Developer reasonable opportunity to cure any deficiencies), revoke the Special Permit as it applies to the phase of construction at issue, and/or require that the

Developer amend the Final PUD Plan subject to procedures specified in the Amendments to Final PUD Plan, Section 4.9.3.13. If the CPDC revokes the Special Permit for the PUD then the Final PUD Plan shall be null and void as it applies to the phase of construction at issue and all subsequent phases which depend upon said phase for their construction and operation in conformance with the Final PUD Plan. The provisions of this paragraph are additional to the Reading Building Inspector's powers of enforcement under the Zoning Bylaws and Massachusetts State Building Code.

Upon satisfaction of all applicable Special Permit conditions, the CPDC shall issue a certificate of compliance for one or more PUD phases. No certificate of occupancy shall be issued for a given PUD phase until a certificate of compliance has been issued.

4.9.4. Use and Dimensional Requirements

The following paragraphs shall serve as the basic Use and Dimension Requirements to which all PUD projects shall adhere within each PUD overlay district and shall be used by the Community Planning and Development Commission to evaluate any proposed project.

4.9.4.1. Parcel Size and Eligibility

The minimum size of a PUD development parcel shall be 80,000 square feet. Development parcels of 500,000 square feet or larger shall be termed "large PUDs" and qualifying parcels smaller than 500,000 square feet shall be termed "small PUDs".

A development parcel may consist of land in more than one ownership, provided that all lots comprised by the parcel lie entirely within the PUD overlay district and are contiguous. Lots separated by a minor street or right-of-way as defined in Section 4.9.2.1. may be considered contiguous for this purpose.

Proposed developments may include pre-existing buildings provided that all PUD requirements are satisfied by each new or existing building and for the PUD as a whole. More than one principal building may be located on a lot, Section 5.2.8. notwithstanding.

4.9.4.2. Permitted Uses

Planned Unit developments may contain two or more of the following uses subject to the findings of the CPDC as to net benefit and adverse impacts of the proposed PUD:

- o Office use;
- o Research and Development uses, such as comprising office use and electronic or computer laboratories, but not ancillary manufacturing, and excluding activities which possess, use, or transfer licensed nuclear materials (including source materials, special nuclear materials, or by-product materials as defined in Title 10, Chapter 1, of the Code of Federal Regulations, Part 20, "Standards for Protection Against Radiation"), genetically engineered or biohazard materials, or other toxic or hazardous materials;
- o Full-Service Hotel;
- o Restaurant, places of assembly, recreational and/or ancillary retail uses within the above, but not in freestanding structures;
- o Parking (including structured parking) to accommodate the above;
- o Residential uses within 200 feet of Residence Districts;
- o Open space.

All other uses are excluded from a Planned Unit Development.

4.9.4.3. Intensity of Use

The permitted intensity of use in a PUD development shall be expressed as the ratio of total gross building floor area to the area of the development parcel (Floor Area Ratio or "FAR"). Gross floor area shall be measured from outside wall surfaces and shall include ground floor areas of interior atriums and lobbies, and mechanical and utility space on habitable floors; but shall exclude rooftop space, balconies, elevator pits, or non-habitable areas enclosed by ornamental roofs. Structured parking shall not be counted in the determination of Floor Area Ratio. Areas classified as wetlands in MGL Chapter 131 Section 40, as amended, may not exceed 10% of the development parcel area used to compute FAR.

The basic allowable FAR for PUD developments is 0.50 for small PUDs and 0.55 for large PUDs.

4.9.4.4. Discretionary Intensity and Height Determination

The CPDC may approve additional FAR above the basic ratio for small or large PUDs and additional height above the basic limit if it finds in applying the criteria of Section 4.9.4.5. that the net benefits to the Town are thereby increased.

The CPDC may in no case increase the permitted Floor Area Ratio beyond 0.65 for small PUDs and 0.70 for large PUDs, nor may it increase permitted height beyond the maximum limitations of Section 4.9.4.6.

4.9.4.5. Criteria for Determining Increased Development Intensity and Height

The basic allowable intensity of use may be increased if the CPDC finds that provision of one or more of the following public improvements or amenities provides substantial public benefits. The additional building area permitted should be commensurate with the quality and value to the Town of one or more of the following improvements and amenities:

- o significant improvement of the environmental condition of a site;
- o provision of or contribution to off-site public facility improvements which enhance the general condition of the district and surrounding areas;
- o dedication of open space or recreational facilities for use by the general public;
- o provision of open space beyond 15% of the parcel area, or of outdoor recreational facilities for use by a PUD project's occupants or by the general public, and of sufficient size and quality to offset fully any adverse aesthetic effects of proposed parking garages;
- o work with other owners and tenants of a PUD overlay district to develop and achieve district-wide and adjacent neighborhood improvement goals;
- o provision of public art, distinctive and appropriate design, or other amenities that a Developer may propose which will provide unique advantages to the general public or contribute to achieving Town-wide improvement goals;
- o provision of low or moderate income or elderly housing within the PUD in conformance with this PUD Bylaw and/or off site in a manner acceptable to the Reading Housing Authority.

4.9.4.6. Dimensional Requirements

Each PUD development shall be governed by the dimensional requirements of this section. These requirements apply only to the development parcel as a whole, not to individual lots within the PUD.

4.9.4.6.1. Height

The basic maximum height within a PUD shall be the lesser of 84 feet or six stories. Height shall be measured in the manner defined in Section 2.0. of this bylaw.

The maximum height of residential structures within a PUD shall not exceed 40 feet or three stories. If 10 percent of such units are restricted for low or moderate income or elderly housing, the maximum height of all proposed residential structures shall not exceed 50 feet or four stories.

In a large PUD, the CPDC may in its discretion and in accordance with Section 4.9.4.4. approve building heights up to 168 feet or 12 stories, whichever is less, subject to the following limitations:

- o Buildings with over eight stories may not contain in aggregate more than one third of the total gross floor area of the PUD;
- o At least one third of the gross floor area of the PUD shall be contained in buildings with six stories or lower;
- o Only one building over 10 stories may be built for every 1,000,000 square feet of PUD parcel area.
- o Buildings shall be oriented and arranged to provide the best overall appearance from important vantage points, which may be identified in a Pre-Application Conference.
- o The increase in permitted height may not have any significant adverse effect on the PUD overlay district, adjacent residential districts or abutting property.

4.9.4.6.2 Setbacks and Buffers

All non-residential buildings shall be located at least 50 feet from the boundary of the PUD parcel.

All non-residential buildings shall be located at least 150 feet from residential structures in existence at the time of Preliminary PUD Plan submission.

All residential buildings within a PUD shall be at least 30 feet from the parcel boundary but no further than 200 feet from a Residential District.

There shall be a landscaped and/or naturally vegetated buffer at least 50 feet wide where the development parcel abuts residential properties. Alternatively, where residential uses occur in the PUD, a landscaped and/or naturally vegetated buffer at least 30 feet wide shall be provided.

Along major arterial streets, as defined in Section 4.9.2.1, buildings shall be set back at least 75 feet (or the height of the building if greater than 75 feet), and a landscaped and/or naturally vegetated buffer at least 50 feet wide shall be provided along such major streets, except where site entrances occur.

No buffer may contain parking or paved surfaces except for pedestrian paths and site entrances.

Between 9 AM and 3 PM (EST) from February 21 to October 21, no building may cast a shadow on any residential structure in existence at the time of Preliminary PUD Plan submission.

4.9.4.7. Required Open Space

A PUD shall set aside at least 15% of its total parcel area as required open space; additional open space will be considered in proposed development intensities in excess of the basic permitted FAR and height.

Required Open Space shall have a minimum dimension of 20 feet (which may include the dimension across a water body) and shall be open to tenants and customers within the PUD; access by the general public is desirable and will be considered in proposals for additional development intensity and height.

A PUD which includes residential use shall delineate the area of residential use and shall set aside at least 25% of the site within this area as open space available to and usable by the occupants of the residential units.

Required Open Space may include:

- o Wetlands and water bodies, including the normal water surface area of detention or retention ponds up to 50% of the required open space area;
- o Vegetated/landscaped area, including buffers;
- o Pedestrian paths, sidewalks, and covered walkways;
- o Public plazas and hard surfaced recreation areas.

4.9.5. Environmental Standards and General Development Guidelines

In addition to conforming to the Use and Dimensional Requirements governing PUD overlay districts, approval of a Special Permit to construct a PUD shall be granted also upon determination by the Community Planning and Development Commission that a proposed PUD satisfies the following criteria. In any disapproval of a PUD, the CPDC shall state in writing the specific reasons for its finding that the proposed PUD does not satisfy one or more of the criteria. Mitigation measures proposed by the Developer, at no cost to the Town, shall be considered in making these determinations.

- (1) That it conforms as appropriate to the existing policy plans established by the Town Meeting, Selectmen, and CPDC for the specific area of the Town in which the proposed PUD is located.
- (2) That there is no significant adverse effect under any of the following:
 - (a) quality of site design, building design, and landscaping as they affect occupants of the proposed development, the PUD overlay district, adjacent residential districts, and the Town of Reading as a whole;

- (b) traffic flow and safety in the context of this and other proposed developments in the PUD overlay district and sensitive nearby areas, which may be identified in the scope of a state Environmental Impact Report and/or in a Pre-Application Conference;
 - (c) water quality, air quality, wetlands, and the natural environment;
 - (d) provision of open space;
 - (e) adequacy of utilities and other public works and impact on existing public facilities within the Town; and
 - (f) potential fiscal impact to the Town of Reading.
- (3) That approval of the proposed PUD provides benefits to the Town which outweigh all adverse effects, as evaluated under the above criteria.

4.9.5.1. Environmental Standards

A PUD shall conform in each phase to all applicable federal, state, and local laws and regulations (including all such regulations established by the U.S. Environmental Protection Agency and the Massachusetts Department of Environmental Quality Engineering) regarding the environment such as those concerning noise, air quality, wetlands, water quality, and protection from flooding.

4.9.5.2. Transportation, Site Circulation, and Parking

- 4.9.5.2.1. Significant Traffic Impact: The CPDC may not approve a proposed PUD which in its opinion has significant adverse traffic impact, as determined following examination by the CPDC of the Developer's traffic analysis and any other traffic analysis of the affected area available to the CPDC which is germane to the proposed PUD. In making its determination, the CPDC shall consider the feasibility of any capacity improvements and mitigating measures proposed to be provided by the Developer at no cost to the Town. In making such determinations, the full traffic impact of all other previously approved Preliminary or Final PUD Plans shall be considered, regardless of project phasing. Without limitation, the determination of significant adverse impact shall consider traffic volumes, speeds, and resulting levels of service on residential streets, approaches to the site of the proposed PUD, and other key locations, all of which may be identified in a Pre-Application Conference.

4.9.5.2.2. Transportation Plan: The PUD Developer shall prepare an acceptable Transportation Plan aimed at reducing traffic congestion through means such as spreading peak hour traffic, encouraging public transportation use and ride sharing. The Plan shall include transportation goals and specific means to achieve them, such as employment of a transportation coordinator to facilitate proposed actions; provision of shuttle bus service to public transportation; van-pooling programs; and flex-time requirements. The Plan shall to the extent feasible include provisions to establish a mechanism for participation in the Plan by subsequent owners and tenants of the PUD, and the Developer shall guarantee sufficient financing of the Transportation Plan to initiate and continue its operation through the first year of PUD occupancy. Developers may arrange to coordinate their plans and share in the cost of such measures on an area-wide basis.

4.9.5.2.3. Site circulation shall meet accepted design standards for private automobiles, service vehicles, and emergency vehicles.

It is highly desirable to consolidate access to PUDs in a small number of widely spaced principal access points, which may be driveways or Town-accepted side streets lying entirely within the PUD overlay district. Principal access should be consolidated in as few locations as possible and, if feasible, it is desirable for adjacent developments to share principal access. Principal access points generally should be spaced and aligned or alternated according to good traffic engineering practice, and should be signalized if necessary.

4.9.5.2.4. Parking should be provided in at least the following ratios through each phase of development, unless the CPDC determines that a larger number of spaces is dictated by special circumstances:

- o For office and research and development uses, and uses ancillary to them, three parking spaces per 1000 gross square feet of floor area;
- o For hotels and customary uses within them, one parking space per rentable room or suite;
- o For residential uses, one and a half parking spaces per unit.

Ancillary uses should not normally require additional parking spaces.

Loading requirements shall be determined based on activity analysis provided by the Developer.

Parking stall size shall be at least 8.5 by 18 feet, with provision for larger spaces as required by the CPDC to accommodate short term parking, handicapped, and large vehicles.

Parking lots shall be landscaped in conformance with Section 4.9.5.5.6.

- 4.9.5.2.5. Roadways within a PUD shall be constructed in conformance with standards established by the Reading Department of Public Works.

The design of the overall circulation pattern shall be prepared in accordance with the principles and concepts established in "Recommended Practices for Subdivision Streets" prepared by the Institute of Traffic Engineers (1965).

4.9.5.3. Public Works Standards

All on-site and off-site improvements, which include the installation of utilities, public lighting, sewers, and other public improvements, shall be constructed according to the criteria of the Reading Public Works Department and other appropriate departments.

4.9.5.4. Control of Runoff and Flooding

The Developer shall demonstrate that, as compared with the situation that would exist on the site without the PUD, no phase of the proposed PUD will result in an increase in the peak rate of storm run-off at the parcel boundary for the PUD as a whole for the 25, 50, and 100 year design storms, and that there will be no net loss in flood storage capacity for the 100 year design storm. In making such determinations, any state or local orders or requirements that apply (for example, required closure of landfills or existing Orders of Conditions under the Wetlands Protection Act) shall be assumed in the calculations of runoff and flood storage without the PUD, but alternative forms of development shall not be assumed.

4.9.5.5. Design Quality

Project design shall be reviewed by CPDC with input from Town officials, the review consultant(s) employed by the CPDC, and other property owners in the PUD overlay district. The following are to be interpreted as guidelines to be applied flexibly by the CPDC and as appropriate to the situation under review, including factors such as foundation conditions and other extraordinary constraints. These guidelines apply to all site improvements, buildings and structures, including structured parking facilities.

4.9.5.5.1. Building placement:

- o Provide and preserve attractive views from major vantage points, especially from major thoroughfares and residential neighborhoods.
- o Avoid regular spacings and building placements that will be viewed as continuous walls from important vantage points, which may be identified in a PUD Pre-Application Conference.

4.9.5.5.2. Building Massing/Articulation:

- o Avoid unbroken building facades longer than 100 feet.
- o Provide human scale features, especially at street level.
- o Avoid unarticulated and monotonous building facades and window placement.

4.9.5.5.3. Roofline Articulation:

- o Provide a variety of building heights and varied roofline articulation.
- o Provide step backs above the fourth level on buildings within 100 feet of major streets.
- o In PUDs comprising three or more buildings, and where buildings over six stories in height are proposed, locate taller buildings away from major streets and residential uses.

4.9.5.5.4. Building Materials:

- o Use materials and building treatments that reduce the visibility of buildings from distant vantage points and are compatible with backgrounds and surroundings.
- o Use materials and colors compatible with other quality buildings of similar scale in the area.

4.9.5.5.5. Landscape Treatment:

- o All open areas within a PUD should be landscaped in an appropriate manner utilizing both natural and manmade materials such as grass, trees, shrubs, attractive paving materials, and outdoor furniture.
- o Deciduous trees should be planted along new and existing streets.
- o Plazas, arcades, malls, and similar amenities are encouraged.
- o Outdoor lighting should be considered in the landscaping plan and should be designed to complement both manmade and natural elements of the PUD and adjacent areas.
- o Intensive, high quality landscaping should be provided within the PUD where it abuts major streets and on internal drives to achieve a boulevard character;
- o Landscape treatment should be emphasized on site boundaries facing residential districts.

4.9.5.5.6. Parking Lots

- o Parking lots should use landscaping and terracing to break up large areas of pavement and to enhance the appearance of such areas to the greatest extent feasible, but no less than 5% of the total parking lot area.
- o Most parking lot landscaping should have a minimum dimension of five feet.
- o Trees and shrubs should be used to the maximum extent feasible.

4.9.5.5.7. Pedestrian Amenities:

- o Emphasize pedestrian amenities such as covered walkways, landscaped open space, drop-off areas, and recreation facilities such as pedestrian and/or jogging paths along on-site watercourses or which follow a PUD parcel boundary.
- o Tree lined or otherwise appropriately landscaped pedestrian walkways should link together areas designated as open space within the boundaries of a site and wherever possible with designated open space throughout a PUD overlay district.

4.9.5.5.8. Utilities:

- o To the extent feasible, all utilities should be located underground.

4.9.5.6. Signage

Signage shall be consistent with Section 6.2 of the Reading Zoning Bylaws, except that no portion of a sign may extend above the roof line of any building."

ARTICLE 1. On motion of John H. Russell, it was voted to lay Article 1 on the table.

ARTICLE 5. On motion of Richard D. Howard, it was voted that the Town of Reading amend its Zoning By-laws by inserting as Section 4.9. the text of said section set forth in "Reading Planned Unit Development By-law, as amended, November 2, 1987," which incorporates and amends the text of said section 4.9. dated October 19, 1987, copies of which were distributed to all Town Meeting Members and made available for public inspection.

94 voted in the affirmative
8 voted in the negative

2/3 vote required

On motion of John W. Price, it was voted to amend the Reading Planned Unit Development By-law, as amended, November 2, 1987, by substituting the word "shall" in place of "may" in Section 4.9.3.18., Conformity with PUD Plan and Special Permit, in the second paragraph thereof, to read then as follows:

"The CPDC shall adopt regulations requiring one or more of the following in amounts and durations sufficient to guarantee that all commitments in the approved PUD Plan to provide public improvements or to take other actions are properly completed: performance bonds, deposit of money or negotiable securities with the Town, or a satisfactory agreement with a lending institution to retain funds pending completion of such improvements or actions".

52 voted in the affirmative
45 voted in the negative

On motion of John H. Russell, it was voted this meeting stand adjourned to meet at 7:30 P.M. on Monday, November 16, 1987, at W. S. Parker Middle School.

Meeting adjourned at 10:48 P.M.

101 Town Meeting members were present.

A true copy. Attest:

Doris M. Fantasia
Town Clerk

ADJOURNED SPECIAL TOWN MEETING

W. S. Parker Middle School

November 16, 1987

The meeting was called to order by the Moderator, Paul C. Dustin at 7:44 P.M. there being a quorum present.

The Invocation was given by Reverend Alan B. Bond of the First Congregational Church, followed by the Pledge of Allegiance to the Flag.

ARTICLE 6. On motion of Richard D. Howard, it was voted that the Town of Reading amend its Zoning By-laws, by inserting at the end of Section 3.1., Districts, a new line with entries under each column heading as follows:

<u>TYPE</u>	<u>FULL NAME</u>	<u>SHORT NAME</u>
<u>"Overlay</u>	<u>Planned Unit Development</u>	<u>PUD"</u>
	91 voted in the affirmative	
	3 voted in the negative	
	balance abstentions	
	2/3 vote required	

ARTICLE 7. On motion of Richard D. Howard, it was voted that the Town of Reading amend its Zoning By-laws, by inserting in the Section 4.2.2., Table of Uses, a new line under "Business and Service Uses" with entries under each column heading and a footnote to be placed at the bottom of the table, as follows:

PRINCIPAL USES	RES	RES	RES	BUS	BUS	BUS	IND
	S-10	A-40	A-80	A	B	C	
	S-20						
	S-40						
"PLANNED UNIT DEVELOPMENT	NO	NO	NO	NO	NO	NO	SPP*

*Planned Unit Development may be permitted only within a PUD Overlay District on the Zoning Map."

104 voted in the affirmative
3 voted in the negative
2/3 vote required

ARTICLE 8. On motion of George V. Hines, it was voted that the Town of Reading amend its Zoning Map to establish a Planned Unit Development Overlay District, as referred to in Section 4.9.2. of the Zoning By-laws, and to include within that District the following described property:

Land situated on the northeast side of Walker's Brook Drive, formerly known as John Street, within the Industrial District, being bounded and described as follows:

Beginning at the intersection of the center line of Walker's Brook Drive, and the Industrial District at the Reading/Wakefield Town line;

Thence, running northwesterly along the center line of Walker's Brook Drive to its point of intersection with the boundary of the Industrial District;

Thence, turning and running clockwise along the boundary of the Industrial District to the point of beginning;

Being the land shown on the Board of Assessors Map 57, Parcels 1, 2, 11, and 19 through 28, inclusive; Map 68, Parcels 5, 6, 7 and 8 ; and

Land situated on the southwest side of Walkers Brook Drive, formerly known as John Street, within the Industrial District, being bounded and described as follows:

Beginning at the intersection of the center line of Walkers Brook Drive and the Industrial District at the Reading/Wakefield Town line;

Thence, running southwesterly along the boundary of the Industrial District to its point of intersection with the northeasterly property line of the Boston and Maine Railroad right of way;

Thence, turning and running northwesterly along the northeasterly property line of the Boston and Maine Railroad right of way to its point of intersection with the northwesterly boundary of the Industrial District;

Thence, turning northeasterly and running clockwise along the boundary of the Industrial District to its intersection with the center line of Walkers Brook Drive, formerly known as John Street;

Thence, turning and running southeasterly along the center line of Walkers Brook Drive to the point of beginning;

Being the land shown on the Board of Assessors Map 45, Parcels 1, 2, and 3, and Map 46, Parcels 1, and 3 through 10 inclusive.

110 voted in affirmative

8 voted in negative

2/3 vote required

ARTICLE 9. On motion of John H. Russell, it was voted to table Article 9.

ARTICLE 10. On motion of John J. Russell, it was voted to table Article 10.

ARTICLE 11. On motion of Mary S. Ziegler, it was voted to indefinitely postpone Article 11.

On motion of John H. Russell, it was voted this meeting stand adjourned sine die.

Meeting adjourned 8:27 P.M.

97 Town Meeting members were present.

A true copy. Attest:

Doris M. Fantasia
Town Clerk

ADJOURNED SUBSEQUENT TOWN MEETING

W. S. Parker Middle School

November 16, 1987

The meeting was called to order by the Moderator, Paul C. Dustin at 8:34 P.M., there being a quorum present.

ARTICLE 13. John W. Price moved to reconsider the motion of Richard Coco under Article 13 made at the Subsequent Town Meeting held on November 9, 1987 in accordance with Article 11 Section 4 of the By-laws of the Town of Reading. This motion was voted in the negative.

49 voted in the affirmative

74 voted in the negative

2/3 vote required

ARTICLE 18. On motion of Paul E. Landers, it was voted that the Town appropriate from certified "Free Cash" the sum of \$50,000 for the purpose of performing studies and related work regarding the need for and feasibility of constructing a new fire house for the Town of Reading including expenses for architectural fees, engineering fees, boring, surveys, appraisals for land acquisitions and all other matter in connection with the acquisition of land for and the design and construction of a new fire house.

ARTICLE 19. On motion of Paul E. Landers, it was voted that the Town appropriate from certified "Free Cash" the sum of \$5000 for the purpose of extraordinary repairs, reconstruction, modification, or improvement to the Central Fire Station at Pleasant and Parker Streets.

On motion of John H. Russell, it was voted that this meeting stand adjourned to meet at 7:30 P.M. on Thursday, November 19, 1987, in the W. S. Parker Middle School.

Meeting adjourned at 10:50 P.M.

97 Town Meeting members were present.

A true copy. Attest:

Doris M. Fantasia
Town Clerk

REPORT - FIRE FACILITY STUDY COMMITTEE

The Fire Facility Study Committee was established by vote of the Annual Town Meeting, 1987. Article 20 provided an appropriation of \$15,000 to engage a consultant to review the operations of the Fire Department and conduct a study of the need for a new Central Fire Station. The committee consisted of -

Selectman, Paul Landers Chairman
Town Manager, Peter Hechenbleikner
Fire Chief, Leonard J. Redfern
Fire Lieutenant William F. Campbell
Finance Committee Member, Elizabeth Greene
C.P.D.C. Member, Thomas Stohlman
Town Meeting Member, William Brown

Requests for consulting proposals were sent to four consultants. After reviews of proposals and interviews, George Paul Fire Safety Consultants Inc. was engaged to conduct a study including the following:

1. A needs assessment to evaluate current equipment, personnel and available space and a determination of recommended immediate and future needs.
2. A review of the current Fire Department organization, staffing and operations, run statistics, Fire and E.M.S. experience, making observations and recommendations.
3. A study of the Town regarding, geography, street patterns, population, target hazards, traffic, etc. and related fire risk analysis based on current development and future growth projections.
4. A site survey to evaluate current Fire Station sites and available sites for future locations with consideration to public safety.
5. An assessment of the merits of continuing with the current two station concept or the alternative of a different configuration.
6. An analysis of dispatch facilities and procedures and a study of the merits of combined Fire and Police Dispatch.

The committee began meeting in June and have continued with eight meetings to date. The consultant has completed his study and made his report. During this time input and comments were solicited from all interested citizens, commissions, and employees. Previous study committee reports were also studied and reviewed. All possible sites for a new Central Fire Station were considered and were toured by the committee.

Three sites came to be taken into consideration, all of which were town owned and in close proximity to the desirable location of the central business area. These sites were: The present Central Fire Station location on Pleasant Street, the Union Street parking lot site and the North Main Street site adjoining Memorial Park. The consultant in his recommendation to the committee suggested upwards of an acre of land to accomplish our needs. The committee has agreed with this assessment. The Pleasant Street site was unacceptable for a great number of reasons.

1. The available space is not nearly adequate and would involve major land acquisition to work with and around the existing Police Station.
2. Historical considerations would necessitate the retention of the existing building with major renovations that would not be feasible or cost effective.
3. It would involve major long term disruption and dislocation of the present Fire Department operation which is not practical and probably not possible.

The Union Street site was also judged as unacceptable for several reasons.

1. The space is inadequate, 15,940 sq. ft. This would require the acquisition of at least two adjacent land parcels.
2. The location is not choice for the movement of apparatus into a difficult and usually crowded intersection with the hazards associated with it.

The North Main Street site is the preferred choice and is the recommendation of the committee and the consultant. It must also be noted that this site was the choice of the Fire Station Building Committee established by the 1979 Town Meeting. Their findings and report is included in the 1980 Annual Report. Their conclusions and rationale parallel present committee's reasoning with the only exception being that the 1979 committee recommended maintaining two stations and the present committee is recommending one station.

The committee is convinced and the consultant strongly recommends that one Fire Station is adequate to serve the fire protection needs of the Town. This would also lead to administrative cost savings, improvement in operations, greater efficiency and productivity and a greater degree of needed flexibility.

The consultant also necessarily reviewed current and past operations of the Fire Department, made observations and recommendations relative to operations, equipment, and organization. It should be noted that much of what he recommends would be reviewed and planned around a single station concept.

The committee believes that the present Central Fire Station no longer serves the needs of the Reading Fire Department and in most instances it is a detriment to the operations and a disadvantage to the personnel; that the Woburn Street Station serves primarily as a poorly located annex to house equipment, personnel and administrative offices that presently cannot be located elsewhere; that the Fire Department emergency communications system is obsolete, unreliable and not at all conducive to a safe operation. It is in need of serious upgrading involving replacement of components and overall improvement. As it is presently located, this is not possible.

As an aside to the primary business of the committee, the disposition of the two present Fire Stations was discussed. Among the possibilities are:

Pleasant Street Station -

1. Maintain town ownership for other municipal purposes.
2. Offer for sale.

Woburn Street Station -

1. Offer to Housing Authority for congregate housing.
2. Maintain for municipal offices.
3. Offer for sale

The committee feels strongly that this project is important to the safety of the community and the good operations of the Fire Department. The project has been recommended by Fire Chiefs for the past forty years. It has been the subject of and has been recommended by at least two Town Meeting Committees in the past, the Public Safety Review Committee in 1978 and the Fire Station Building Committee in 1980. All of the options and alternatives have been discussed and now is the time for action.

The committee now makes the following recommendations:

1. That a new Central Fire Station be constructed in close proximity to the intersection of Rte 28 and Rte 129, specifically on parcels 24 and 25, assessors map 87 on Main Street.
2. That the new facility be of adequate size and space to serve the entire needs of the Fire Department and its present complement of personnel and equipment and what may be the needs in the foreseeable future.
3. That the present two station concept be abandoned and the two existing Fire Stations be put to other uses or disposed of.
4. That funds be appropriated to conduct a feasibility study and prepare a schematic design to accomplish this purpose.

The committee recognizes that it may be necessary to acquire other land space adjacent to the preferred location to satisfy this need. A feasibility study would determine this.

ADJOURNED SUBSEQUENT TOWN MEETING

W. S. Parker Middle School

November 19, 1987

The meeting was called to order by the Moderator, Paul C. Dustin, at 7:48 P.M. there being a quorum present.

The Invocation was given by the Rev. E. Lewis MacLean of the Church of the Nazarene, followed by the Pledge of Allegiance to the Flag.

John H. Russell welcomed Eugene R. Nigro back to Town Meeting after recent "structural rehabilitation."

ARTICLE 15. Motion by Francis P. Gorgone requesting reconsideration of vote under Article 15 was voted in the negative.

58 voted in the affirmative
57 voted in the negative

2/3 vote required

ARTICLE 16. Motion by Francis P. Gorgone moved no intention of reconsideration.

ARTICLE 8. On motion of John H. Russell, it was voted to approve an Administrative Code entitled "Plan of Organization Executive Branch, Town of Reading dated November 1987".

Allan E. Ames, Chairman of the Reading Municipal Light Department was recognized on a point of personal privilege.

Mr. Moderator and Town Meeting Members. Allow me to introduce to Town Meeting the new General Manager of the Light Department, Mr. Leonard Rucker.

ARTICLE 1. On motion of John H. Russell, it was voted to take Article 1 from the table.

ARTICLE 1. On motion of John H. Russell, the attached report of the Municipal Space Building Committee present by Nils L. Nordberg, was accepted as a report of progress.

ARTICLE 1. On motion of John H. Russell, it was voted to lay Article 1 on the table.

On motion of Deane B. Haskell, it was voted that this meeting stand adjourned to meet at 7:30 P.M. on Monday, November 23, 1987, in the Reading Memorial High School auditorium.

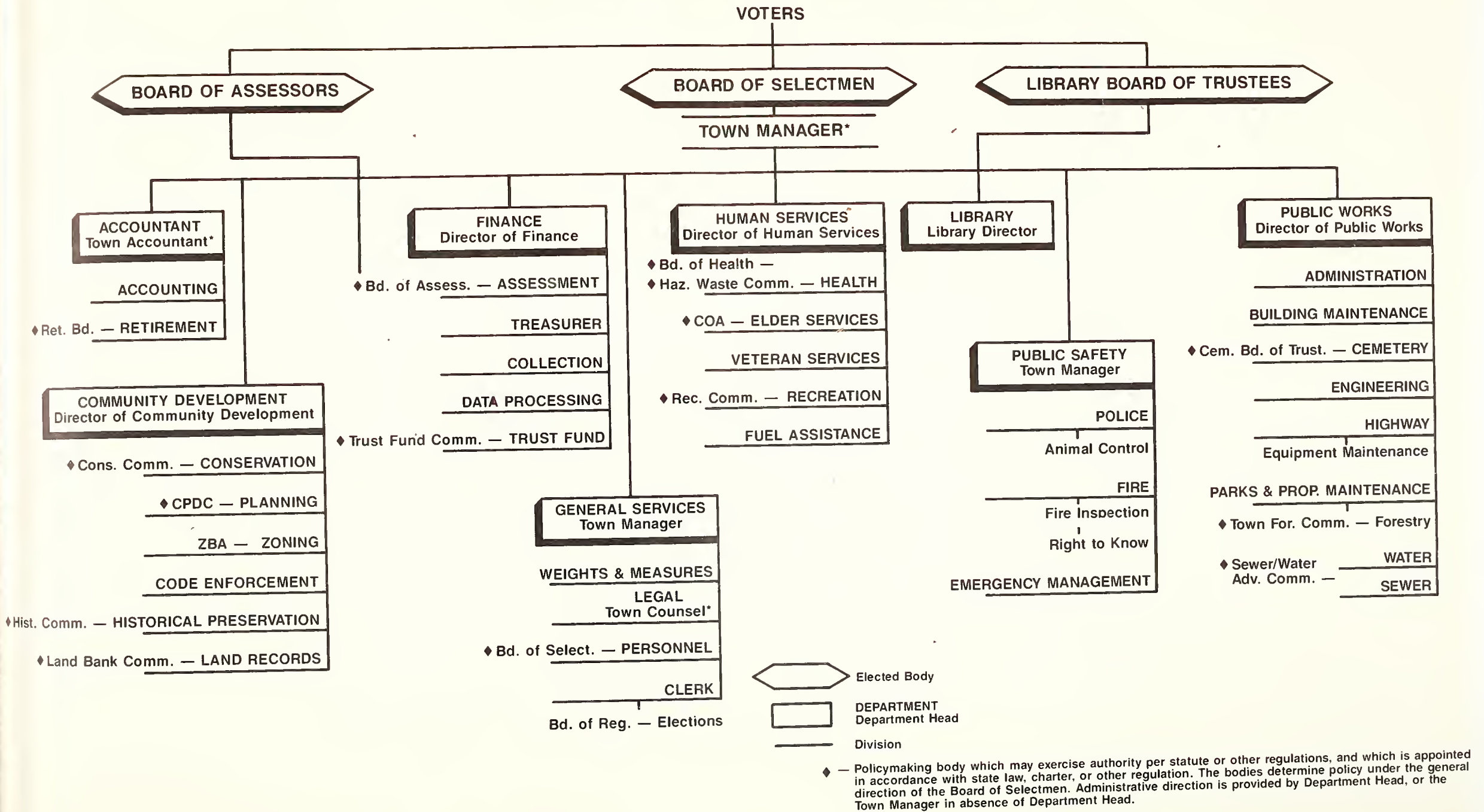
Meeting adjourned 10:48 P.M.

97 Town Meeting members were present.

A true copy. Attest:

Doris M. Fantasia
Town Clerk

TOWN OF READING, MASSACHUSETTS PLAN OF ORGANIZATION — EXECUTIVE BRANCH



*Appointed by Board of Selectmen Per Charter

MUNICIPAL SPACE BUILDING COMMITTEE

Report to Town Meeting

Your Municipal Space Building Committee was formed by a motion under Article 2 at the December 1st session of the Subsequent Town Meeting of 1983, and was charged by that vote to develop plans for satisfying the Town's municipal space needs through renovating, modifying, or adding to the Town Hall/Old Library complex located on Lowell Street.

Ours is not the first study to be undertaken on the issue of suitable space for the conducting of municipal business. As early as 1936, cramped conditons in the Town Hall were mentioned in the Town Report. A 1964 study recommended that the old High School (Comunity Center) be converted to a Library, with the then empty Library being converted to office space, a third building be constructed on the site of the Bacigalupo's home, and a connector tie the three buildings together as one Town Hall Complex. Town Meeting chose to not fund this project.

The problem was considered by subsequent study committees of 1979, 1982 and 1983. The 1983 committee proposed that the Pearl Street School be converted to Municipal Office use, and that the Town Hall and Old Library be sold or leased for private development. Town Meeting chose to not vacate the site of the current seat of government.

Much of the information generated by the 1983 committee continues to be pertinent to current questions, and our committee is including excerpts of their report as an appendix to this report.

Having the work of these prior committees for reference, and with the prior votes of Town Meeting for guidance, our committee developed a proposal to remodel the Old Library and build a connecting link to Town Hall which would house new stairwells, an elevator, a new vault, modern utilities, and be architecturally barrier free. This concept was presented to Town Meeting in November of 1984, but no motion for funding was presented at that time, as it was felt best to await the resolution of a number of other issues which would impact on the final design and the sources of funds.

Several matters which were pending earlier in this decade have now been resolved or appear to be close to resolution. For many years, the Library was a major issue. With the conversion of the Highland School, our Town now has a new Library which we are enjoying. The sale of the Old High School (Community Center) is nearly final. The old Public Works site has been sold and TASC's first building is up. The new Public Works facility is nearly completed. The old Incinerator is gone. The old Dump is well on its way to becoming a modern office park with a hotel. Town Meeting has instructed the Board of Selectmen to sell the Nike radar site on Bear Hill. The Fire Station study has been completed and construction funding is likely to be voted early next year.

Town Government has changed in ways other than those reflected in changes of buildings and land. Our new charter has made significant changes in boards, committees and departments. We now have a Town Manager as our principal administrative officer. The Board of Selectmen has presented a new Administrative Code which lays out the new structure of government and establishes lines of responsibility.

The committee and our architect have developed a plan for the siting of the administrative elements of government at the location specified in our authorization from Town Meeting. We have worked closely with the Town Manager to develop a plan which will reflect the current philosophy of departmental structure while providing maximum opportunity for response to future modifications.

We will present to Town Meeting a plan which includes all capital improvements which may have been deferred over the last several years, landscaping and site improvements, furniture and fixtures. In short, it is our intent to assure a building complex which should need no additional capital expenditures at least through the life of the bond issue and probably well beyond that.

We recognize the constraints on municipal funding however, and will present a motion to fund construction at this time of a first phase. The building plans are such that completion can be accomplished in one additional phase, in two separate additional phases, or by annual or periodic projects, with no obligation to move to subsequent phases until Town Meeting decides that funds are available.

The most pressing needs to be met are: providing access to mobility impaired persons, within the buildings as well as for entrance and egress; providing stairways which meet code requirements; upgrading the full range of utilities; and providing a modern vault for storage of historical municipal records.

The core link of the plan will be recommended as phase one because it includes two new main entrances, both of which can be accessed without stairs. It contains the elevator which will serve the link and both existing buildings. It contains two sets of stairs with emergency exits. New and efficient heating units and central air conditioning units will be housed in the core link.

The core link will also provide improved accommodations for the Town's computer facility, a proper meeting room with video capability for the Board of Selectmen and other boards which frequently attract significant numbers of interested observers, lavatory facilities for much of the complex, central services such as xeroxing, and space for the Council on Aging.

A limited amount of remodeling would be done in each of the two existing buildings in phase one. Some doors and partitions would be changed to accommodate connections to the core link, and some work would be done to make the buildings more habitable.

Either of the existing buildings could be brought to completion in separate phases. They could both be done at the same time. Individual floors might be done separately or specific projects could be accomplished as funding became available. The construction plans and documents prepared for the activation of phase one would include all of the information necessary for completing the entire project.

The committee has often been asked if a project of lesser magnitude with consequent lesser cost would not meet the needs of the Town. Specifically it has been suggested that the Town simply upgrade the two existing buildings with no new construction. Some of the members of the committee started with that concept in mind. Unfortunately, when space is taken from the inside of these two relatively small buildings for an elevator for each building, fire stairs in each building, new lavatories and utilities for each building, the remaining space simply is not sufficient to accomodate even the current administrative staff, to say nothing of planning for any small amount of growth which may occur in the future. Even if elevators, and perhaps a stairwell, were to be put outside the buildings, space is still tight, the vault problem is not resolved, and the aesthetics of small exterior additions are unlikely to be satisfactory.

The committee feels that the plan we are offering, whether built as one project or done in phases, is the best to meet the Town's space needs as we move into the next century. If several of the Town's as yet unresolved real estate transactions are firmed up in the near future we can move to rapid completion. If delay is necessary due to funding constraints, Town Meeting is not being obligated to bring additional phases on line until it is satisfied that more work is affordable.

Municipal Space Building Committee

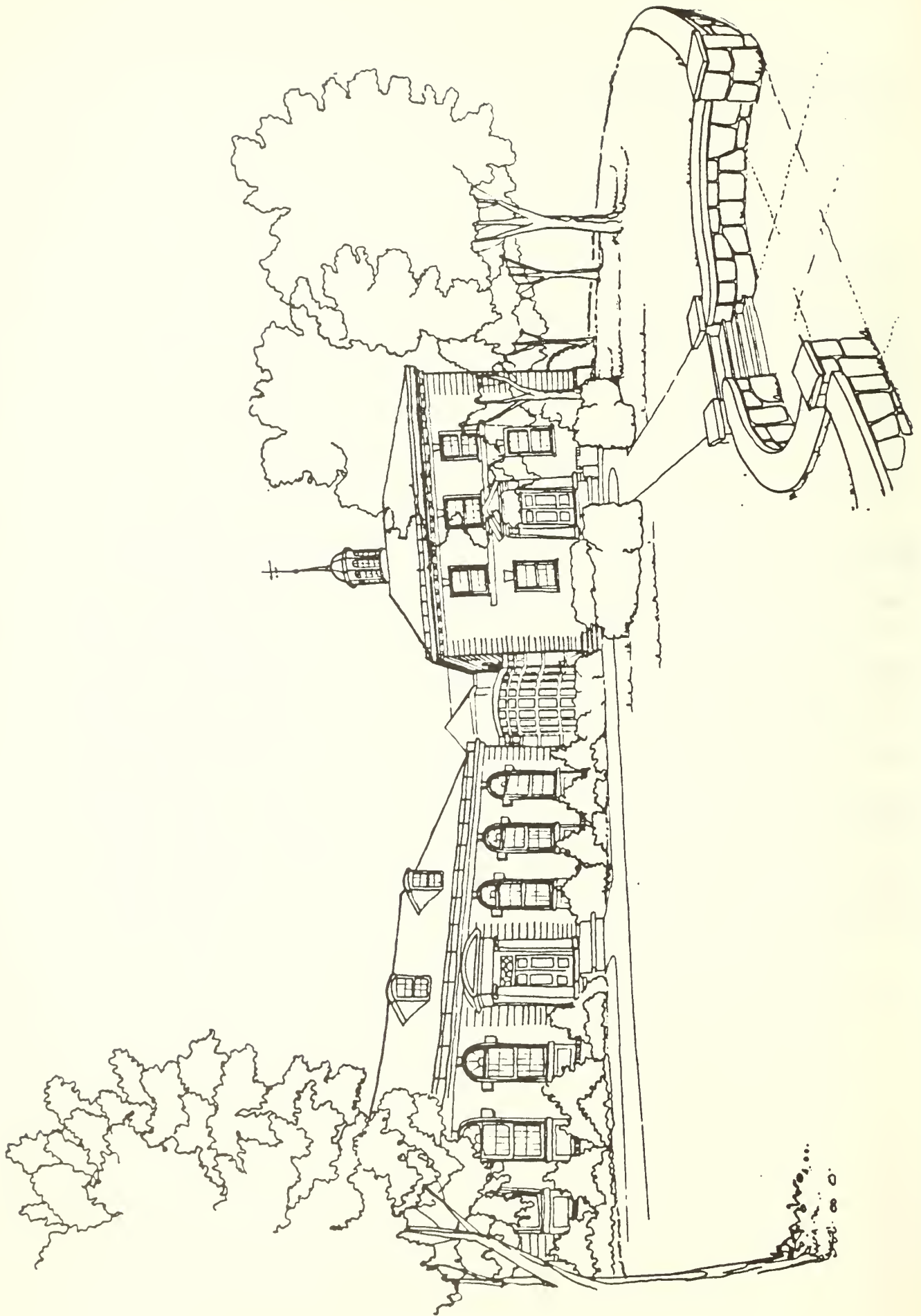
Nils L. Nordberg	Chairman
Gerald A. Fiore	Vice-Chairman
Henry A. Higgott	Designer Liaison
Eugene R. Nigro	Board of Selectmen
Mary S. Ziegler	Citizen Member
Lawrence Drew	Citizen Member
Randolph Harrison	FinCom Liaison

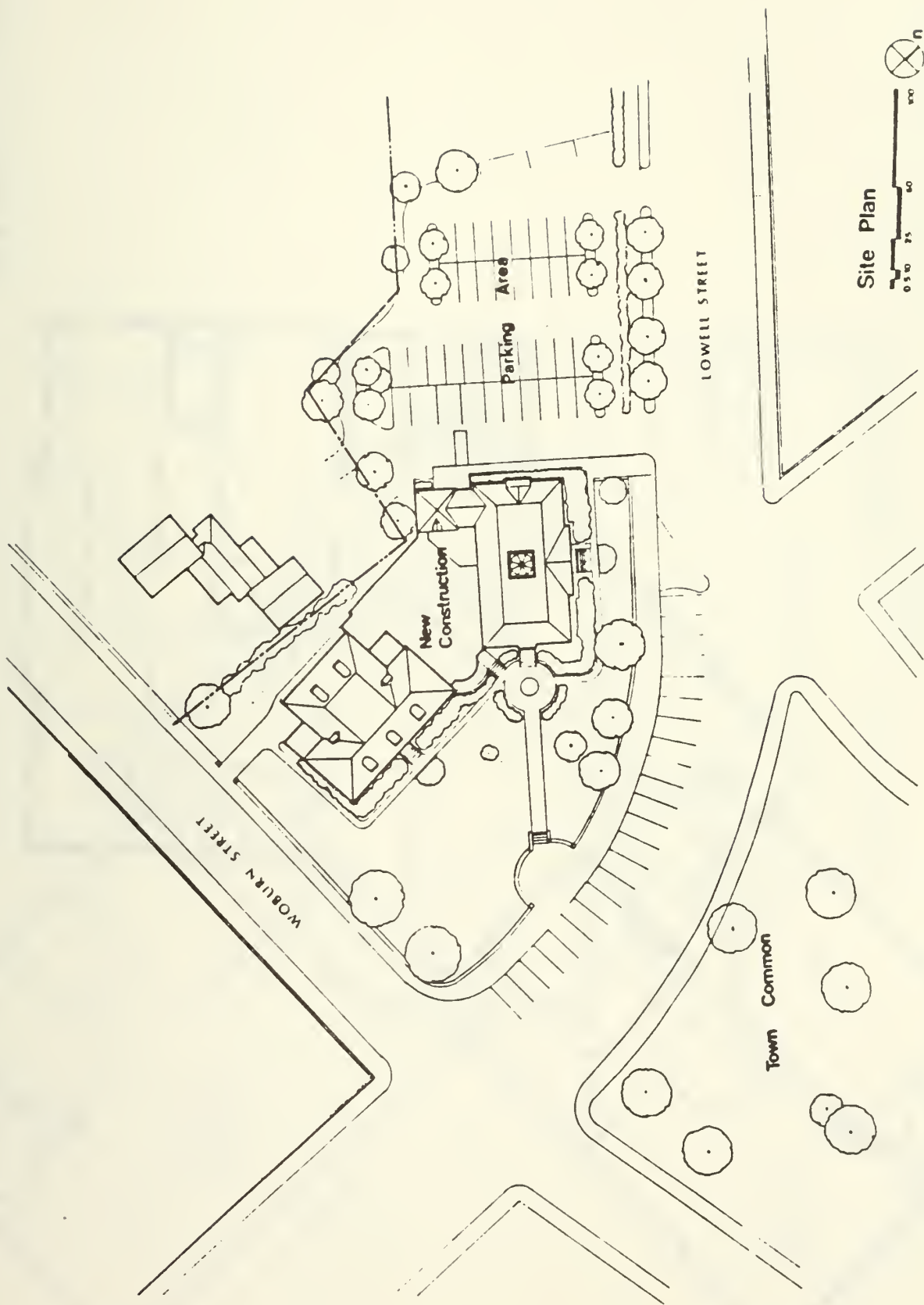
MUNICIPAL SPACE ISSUES

1. No internal circulation in former library building from one floor to the other
2. Lack of adequate meeting rooms
 - Selectmen's meeting room cannot be used for executive session
 - Room 16 too small for meeting room
3. Not adequate telephone communications between buildings
4. Space is broken up in a manner that does not provide for efficient use - Departments are not located in contiguous areas-finance, general services, human services
5. Portions of library are unusable except for storage-too much storage-stacks
6. No permanent location for Council on Aging
7. Overcrowding in many offices-Collector, Clerk, Public Works, Assessors, Town Manager's
8. Inappropriate municipal vaults
9. Buildings are not barrier free
10. Poor economics of window air conditioners in Town Hall
11. Poor heating system Town Hall - cannot be balanced
12. Electrical systems inadequate - blown circuits, frequent repairs in Town Hall
13. Not adequate telephone communications between building
14. Inadequate bathrooms, in terms of quantity, location, and condition
15. Poor conditions of interiors of both buildings - floor covering, walls, ceilings

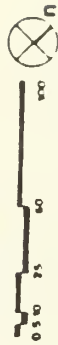
Program Space Comparison

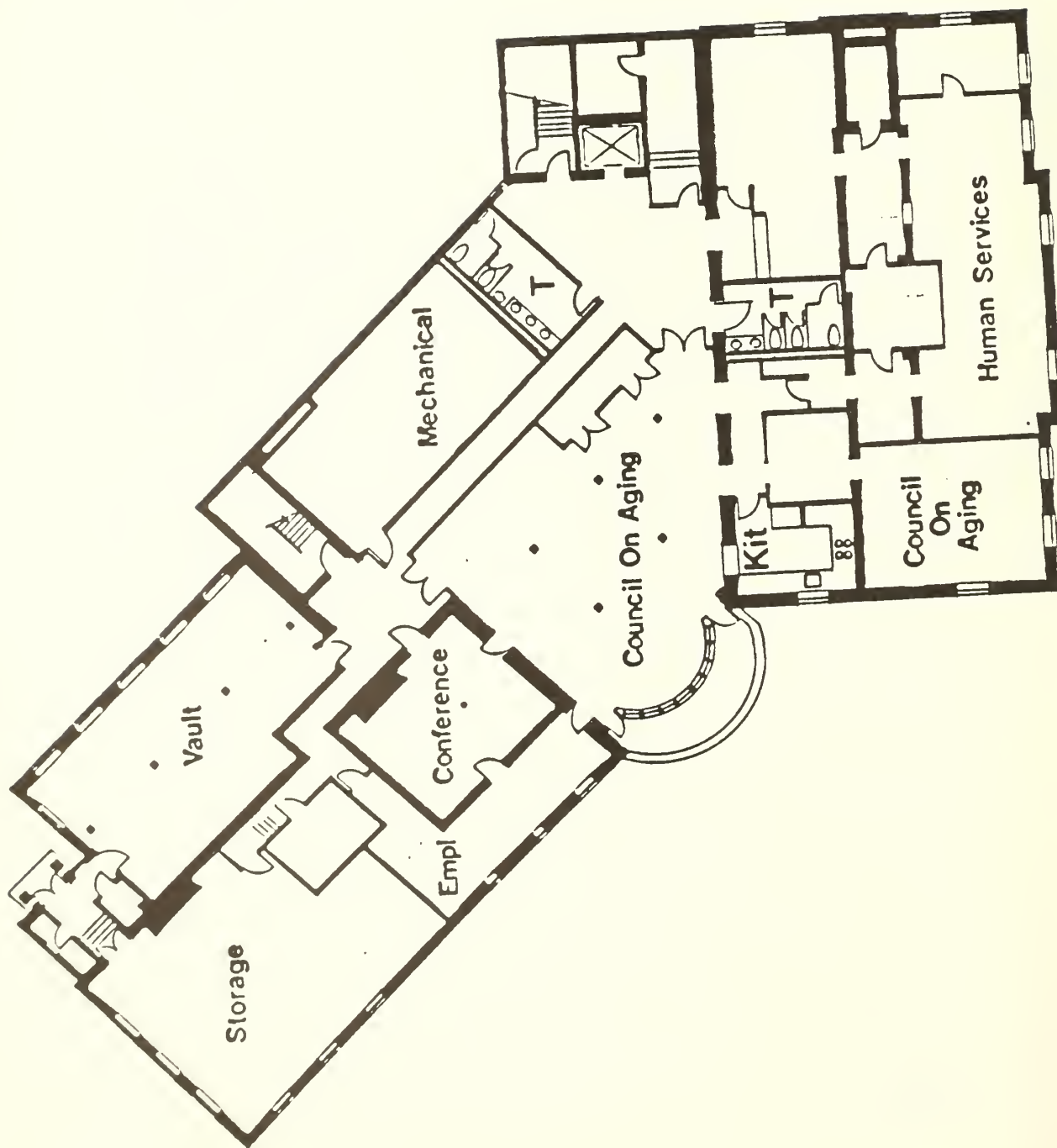
	Existing	1984	1987
Community Development	940	1,125	938
Financial Services	2,657	3,390	3,353
General Services	1,027	1,800	2,244
Human Services	823	1,635	4,501
Public Works	2,204	420	2,342
Meeting Conference	894	3,452	2,034
Shared Facilities	4,230	4,974	2,353
Total Net	12,775	16,796	17,765
Substandard Space	3,136	2,822	0
Total Usable Office Space	9,639	13,974	17,765





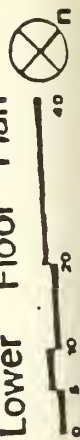
Site Plan





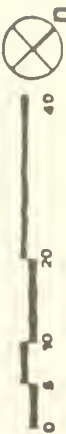
All Phases Completed

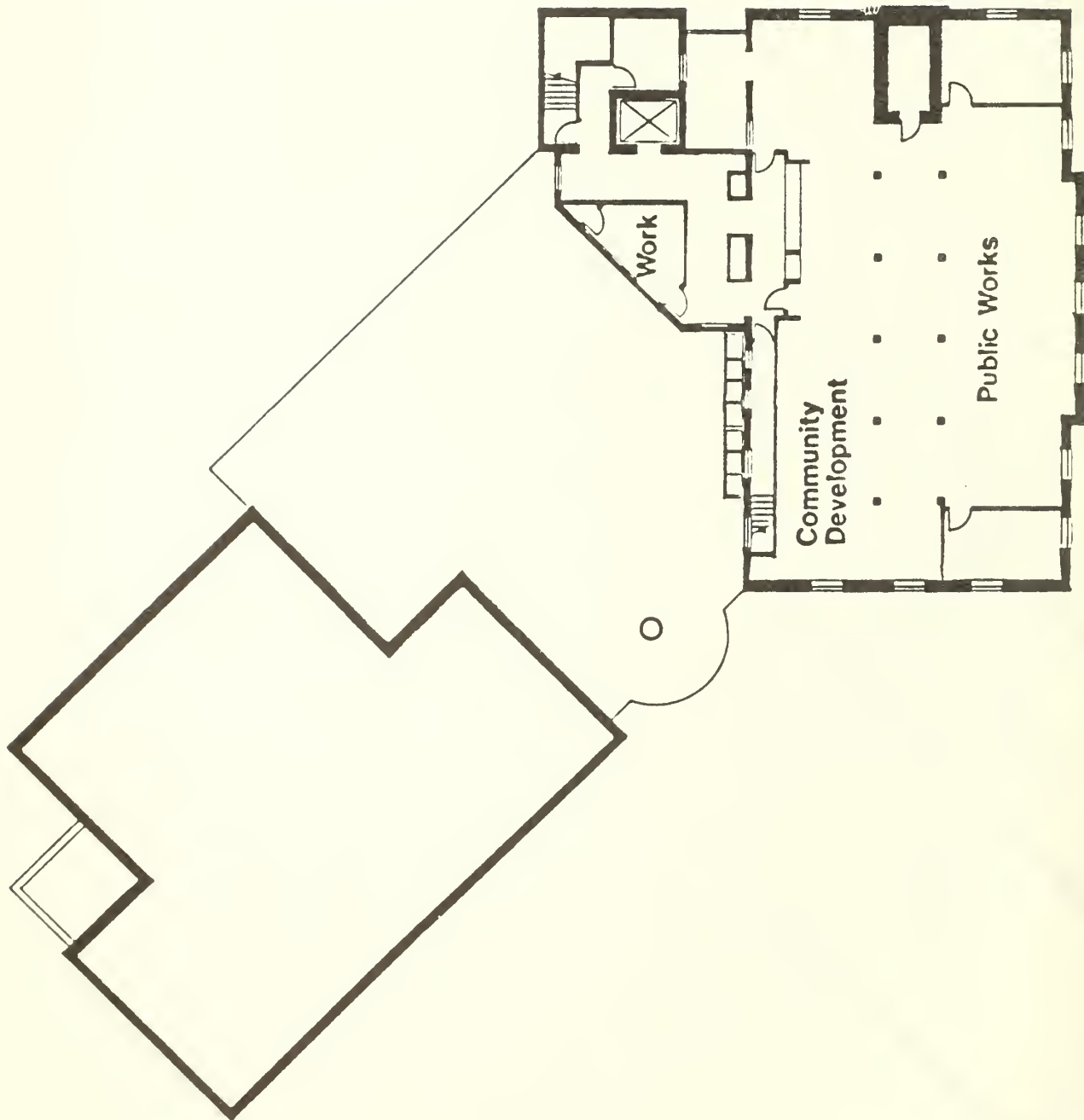
Lower Floor Plan





All Phases Completed
First Floor Plan

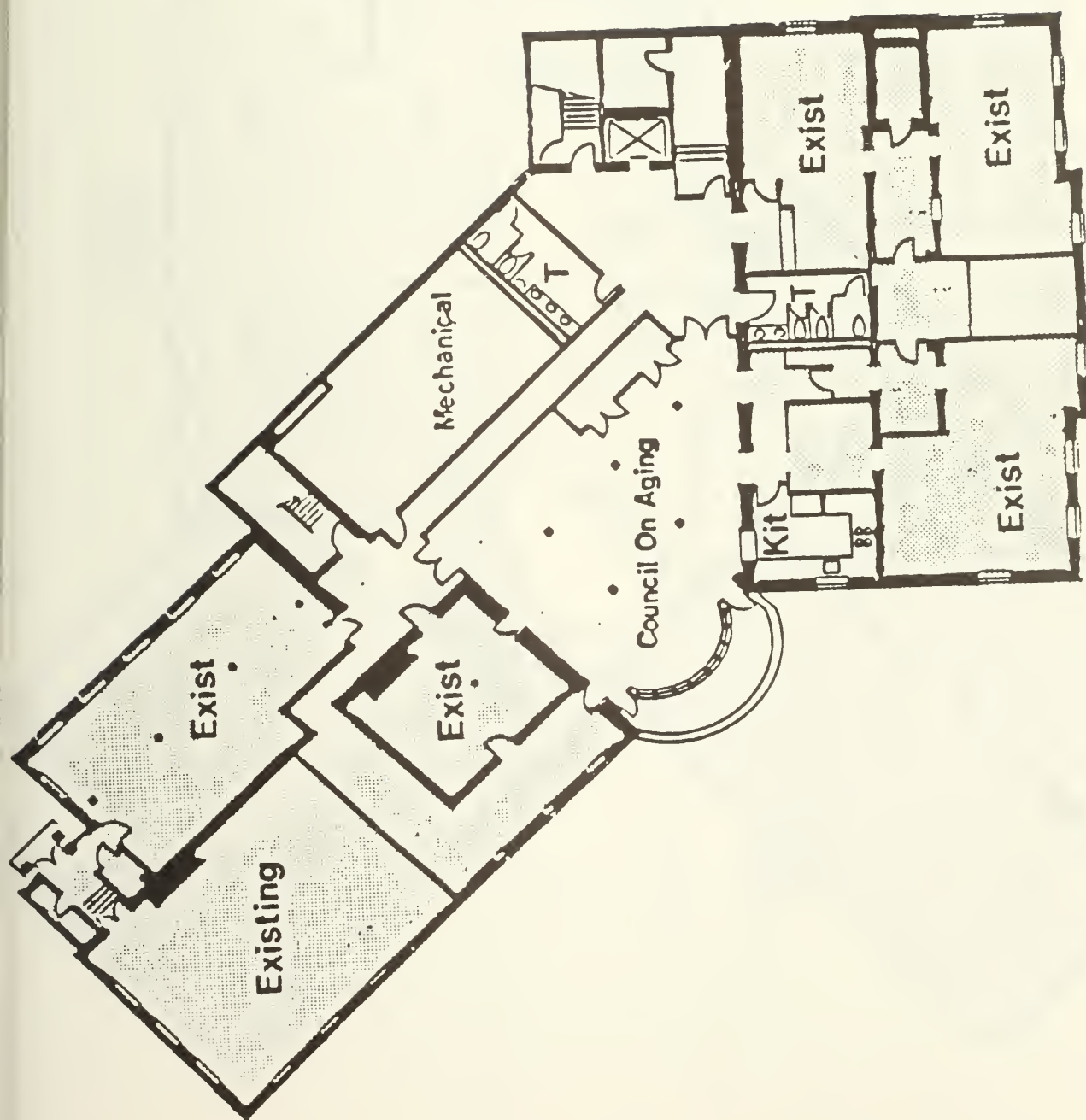




All Phases Completed

Second Floor Plan

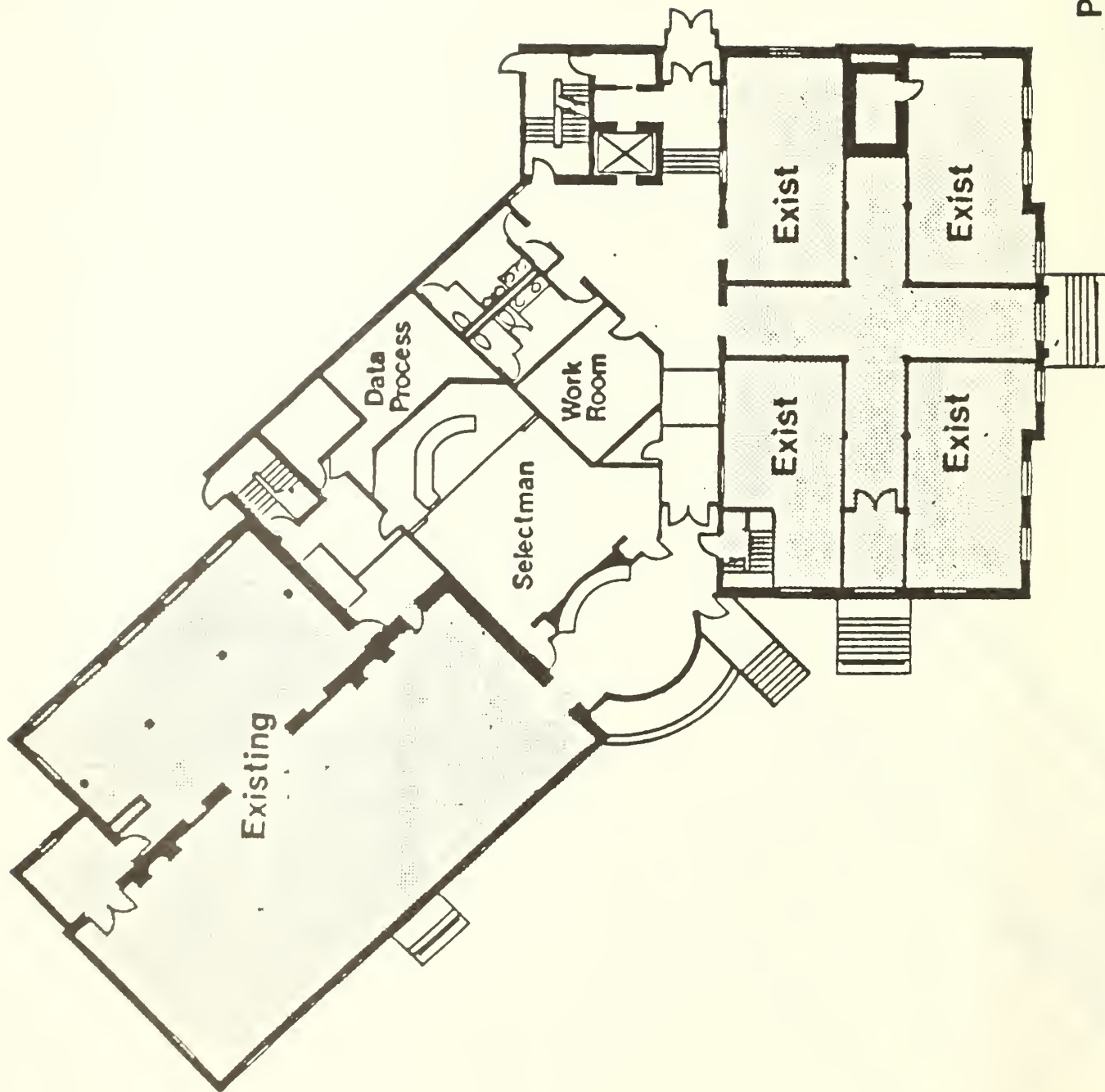




Phase 1
Lower Floor Plan

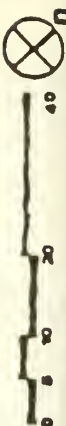
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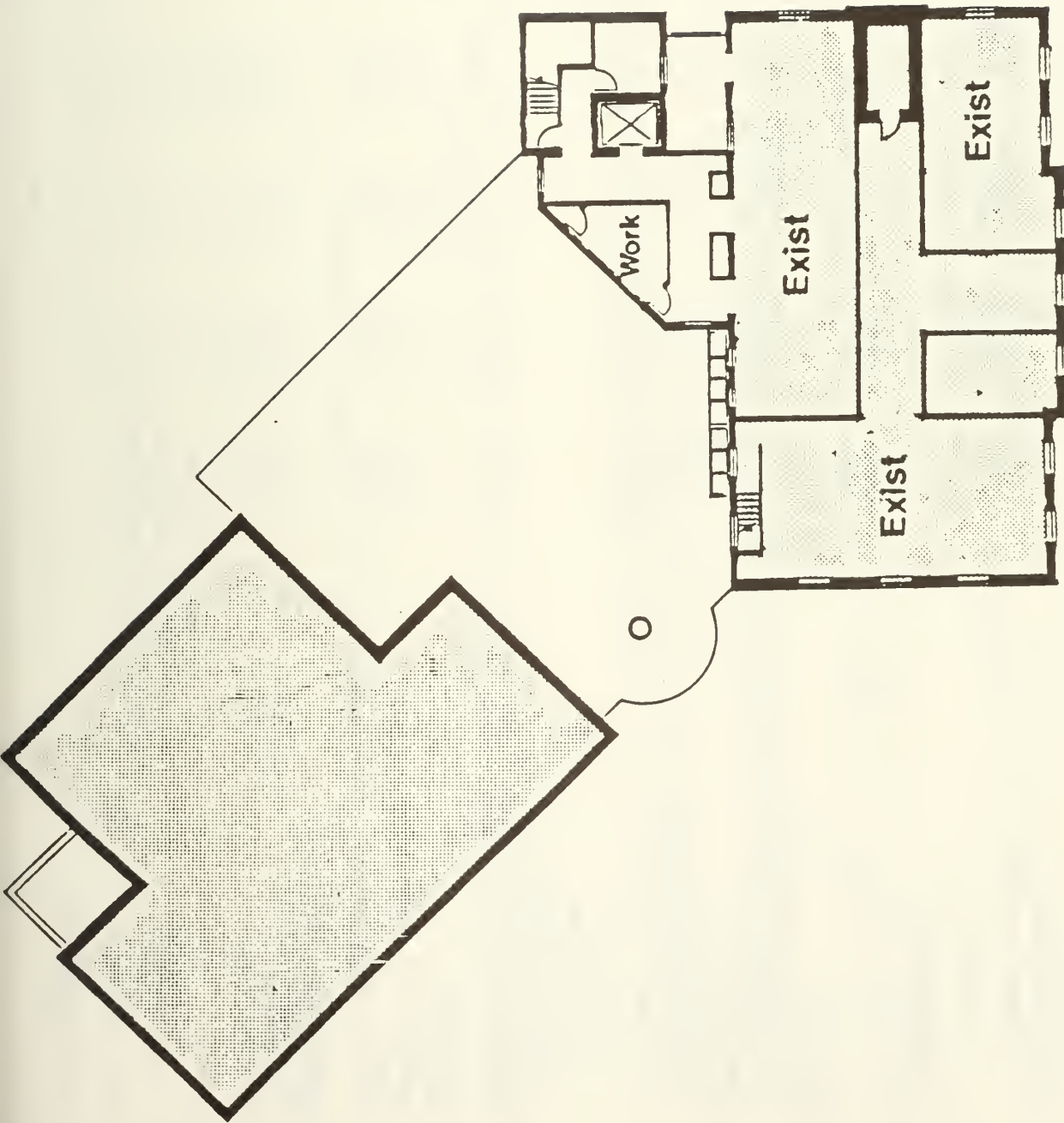
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Phase 1

First Floor Plan





Phase 1

Second Floor Plan



TOWN OF READING, MASSACHUSETTS
BUDGET FORECAST WORKSHEET

RESOURCES	ANNUAL % INCREASE	ASSUMPTION	ACTUAL FY - 1987	BUDGET FY - 1988	PROJECTED FY - 1989	PROJECTED FY - 1990	PROJECTED FY - 1991	PROJECTED FY - 1992	PROJECTED FY - 1993
REVENUES:			\$	\$	\$	\$	\$	\$	\$
PROPERTY TAXES			16,480,353	17,163,860	17,732,234	18,420,540	19,261,054	19,957,580	20,608,520
LESS: PROVISION FOR ABATEMENT			(731,943)	(671,597)	(390,000)	(460,000)	(430,000)	(440,000)	(520,000)
NET PROPERTY TAX LEVY		1	15,748,410	16,492,263	17,342,234	17,960,540	18,841,054	19,517,580	20,088,520
LOCAL REVENUES OTHER THAN PROPERTY TAXES	5.00%	2	2,593,186	2,440,000	3,174,800	3,333,540	3,730,217	3,916,728	4,117,564
STATE AID (NET OF OFFSET ITEMS)	5.00%		5,934,485	6,448,017	6,770,418	7,108,939	7,464,386	7,837,605	8,229,485
AVAILABLE FUNDS:									
FEDERAL AID (REVENUE SHARING)			220,000	148,936	15,000				
FARMERS DISTRIBUTION - ELECTRIC			1,250,000	1,250,000	1,250,000				
SALE OF REAL ESTATE FUND			115,000						
ABATEMENT SURPLUS			130,000	175,000	600,000	600,000	600,000	500,000	500,000
CERTIFIED "FREE CASH"		3	33,115	512,722	100,000	100,000	100,000	100,000	100,000
PERPETUAL CARE / SALE OF LOTS / OTHER			322,592	64,703					
TOTAL RESOURCES			26,346,788	27,511,641	29,252,452	30,353,019	31,985,657	33,121,913	34,280,569
USES OF RESOURCES									
APPROPRIATIONS:									
PERSONAL SERVICES	6.50%		15,338,532	16,425,356	17,493,004	18,630,049	19,841,003	21,130,668	22,504,161
EMPLOYEE BENEFITS:									
PENSION COSTS		4	1,404,038	1,612,478	1,706,000	1,725,000	1,744,000	1,764,000	1,794,000
GROUP HEALTH / LIFE INSURANCE	8.00%		1,073,372	1,167,000	1,260,360	1,361,189	1,470,084	1,587,691	1,714,706
MEDICARE	1.45% PAYROLL	5	20,000	25,000	40,000	270,136	287,695	306,395	326,310
WORKER COMP / UNEMPLOYMENT COMP	1.00%		117,770	121,420	122,634	123,861	125,099	126,350	127,614
CONTRACTUAL SERVICES, SUPPLIES, ETC:									
RUBBISH COLLECTION / DISPOSAL	4.00% (25% FY-91) / 5.00%		637,000	625,000	652,532	681,292	795,773	830,535	866,814
INSURANCE PREMIUMS	10.00%		256,258	301,375	331,513	364,664	401,130	441,243	485,367
CAPITAL OUTLAY / OTHER	5.00%		4,789,696	5,278,646	5,542,578	5,819,707	6,110,693	6,416,227	6,737,039
DEBT SERVICE		6	815,881	1,171,288	1,389,415	1,637,225	1,759,260	1,619,592	1,439,854
STATE AND COUNTY ASSESSMENTS	4.50%		753,845	804,078	840,262	878,073	917,587	958,878	1,007,027
TOTAL USES OF RESOURCES			25,206,392	27,531,641	29,378,298	31,491,196	33,452,322	35,181,579	36,997,913
TOTAL RESOURCES OVER (UNDER) USES OF RESOURCES			\$ 1,140,396	\$ 0	\$ (125,846)	\$ (1,138,177)	\$ (1,466,666)	\$ (7,059,666)	\$ (2,717,343)

Town of Reading, Massachusetts
Forecasting Assumptions
October 1987

General assumptions :

All water and sewer related revenues and expenditures have been excluded.

- 1.) Projections for property tax levies and provisions for property tax abatements and exemptions were provided by the Town Appraiser (Yano Fine). These projections and the assumptions he made are attached.
- 2.) Revenue from sale of real estate funds will increase interest earnings in fiscal year 1989 by \$612,800 ([1,325,000 + 8,250,000] x 6.4%). Also assumes that appropriations will not be funded from the sale of real estate funds through fiscal year 1992.

Town accepts provision of General Law imposing hotel occupancy excise tax. Revenue in fiscal year 1991 is approximately 230,000 (204 rooms, \$100 per day, 75% occupancy rate, 4% excise).

- 3.) Either the Town will generate additional "free cash" or the Town will have some other available funds.
- 4.) Pension costs are based on initial findings of Coopers and Lybrand's actuarial study. As water and sewer costs were not segregated in this draft these costs have been estimated to be \$100,000 per year.
- 5.) All employees of the Town will be covered by Medicare by fiscal year 1990.
- 6.) See attached sheet for debt service assumptions.

THE READING MUNICIPAL SPACE STUDY

F I N A L R E P O R T

NOVEMBER, 1983

COMMITTEE

Chairman:
Maureen O'Brien
Bd of Selectmen

Vjce Chairman:
Stanley Nissen
School Committee

MEMBERS

Members:
Douglass Barker
Bd of Public Works

William Brown
Citizen

Finance Committee Liaisc
Philip Pacino

SUMMARY

THE PROBLEM

The Reading Town Government has outgrown its present Town Hall location at 16 Lowell Street. Town Departments are now housed in three separate locations and records are stored in many others. Meeting Space is inadequate. The present situation has promoted, for decades, the inefficient use of buildings, poor storage of legal and historical records and less than adequate working conditions for its employees. This situation in turn has not promoted efficient and economical Town Government.

THE CONSTRAINTS

Town requirements for space including storage, meetings and all departments approximately 24,000 square feet.

Town Hall and Library buildings total 13,000 square feet.

The present Town Hall site is not large enough to construct an addition of 10,000 square feet and provide enough parking so as not to impact the local businesses.

The constraints of Proposition 2½ precludes extensive reconstruction and new construction.

THE ASSUMPTIONS

Consolidation of Town Government, if possible, was desirable.

Operating costs of Town Government should be minimized while providing minimum service.

Adequate space for Town Departments should be provided within the Town's ability to pay.

The Town would not exercise its right to eminent domain takings.

THE ISSUES

The need for space - The situation speaks for itself.

Location of Town Hall on the Common - An emotional issue which Town Meeting members must answer for themselves. However, the Committee asks whether the Library's move from the center of Town did not have the greater impact, since it separated the young people from the Center. Yet that move was accepted and even applauded. Ultimately the question of location will have to be settled by Town Meeting on the facts available.

READING MUNICIPAL BUILDING INSPECTION REPORT

BUILDING	AGE	MAINTENANCE OVER LIFE OF BUILDING	MECHANICAL			ROOF	INSULATION	WINDOWS
			ELECTRICAL	HEATING	PLUMBING			
Community Center	1900	Poor	400 A Old & Mixed	New boiler New radiator valves New computer control STEAM	Need upgrading for municipal use	SLATE Will need repair on top 2-5 years	None Will need	Need storm windows Need 3rd floor windows. Weather stripping
Town Hall	1918	Excellent	400 A At Limit Need 600A service	Steam 1st & 2nd Floor No Therm. Rad valves Needs better controls FHW Basement	Bathrooms Shortage ?	SLATE GOOD condition	Some quantity unknown (less than librar	OK
2. + Old Library	1918	Excellent	400A Need upgrading & outlets	STEAM No Rad. Valves ^x A/C in place	May need upgrading for use.	SLATE Good condition	Yes Quarterly unknown	OK
3. Pearl St. School	1939	Excellent	400A Need upgrading & outlets	STEAM Pneumatic controls 20rig boilers	Needs minor maintenance Easily modified for handicapped	Tar/Stone Will need Roof soon	Yes ? Quantity unknown	Need storm windows

READING MUNICIPAL BUILDING INSPECTION REPORT

BUILDING	Interior Modifications For Town Office Use	Handicapped Access	Exterior	Parking for Town Hall Use	Civil Defense Adaptable
1. Community Center	High Ceilings Deteriorated interior	Limited 1st floor only	Fire Escape condition ?	Limited	In use
2. Town Hall + Old Library	Currently in use Vault in use each floor. Crowded conditions	Limited 1st Floor	OK	Limited	?
	Book Stacks are removable but require structural supports.	Limited 1st Floor	OK	Little	?
3. Pearl St. School	Classroom doors have windows. High ceilings require suspended ceilings with fluorescent fixtures Elevator feasible. Control Air Conditioning feasible.	Rear access feasible. Dumb waiter SHAFT available for elevator.	Front door need awning.	Ample	Promising

Lawrence A. Willwerth

Lawrence A. Willwerth
Lt. Col. En USAR
September, 1983

ADJOURNED SUBSEQUENT TOWN MEETING

Reading Memorial High School

November 23, 1987

The meeting was called to order by the Moderator, Paul C. Dustin at 7:40 P.M., there being a quorum present.

The Invocation was given by Leslie H. York, followed by the Pledge of Allegiance to the Flag.

ARTICLE 21. Gerald A. Fiore moved that the sum of \$150,000 be raised from "Free Cash" and that the sum of \$1,800,000 be raised by borrowing as provided under Chapter 44, Section 7 & 8 of the General Laws, or any other enabling authority, and that said sums, totaling \$1,950,000 be appropriated to the Municipal Space Building Committee for the purpose of remodeling, reconstructing, or making extraordinary repairs to the Town Hall and/or the Town Hall Annex (old Library Building), including the construction of any additions or connectors to said buildings, including site preparation, construction, originally equipping and furnishing said buildings and any additions or connectors thereto, and all other costs incidental thereto, including architectural, engineering and construction fees and services, inspection fees, relocation costs, contingencies and costs of financing in connection therewith, and the Municipal Space Building Committee are authorized to proceed with the design and construction of said remodeling, reconstructing or making extraordinary repairs to said buildings and the additions or connectors thereto; and the Municipal Space Building Committee are authorized to enter into any and all contracts, agreements and grant applications necessary therefor, and incidental thereto, including, without limitation contracts for architectural, engineering and construction services and applications for a grant or grants to be used to defray all or any part of the costs of said remodeling, reconstructing or making extraordinary repairs to said buildings and the additions or connectors thereto, and to do all other acts and things necessary and proper for carrying out the purposes of this vote. This motion was voted in the negative.

76 voted in the affirmative

55 voted in the negative

2/3 vote required

ARTICLE 24. On motion of Russell T. Graham, it was unanimously voted that the Town Authorize the Board of Selectmen to convey and/or abandon certain rights of easements in Reading, Middlesex County, Massachusetts situated on Lots D,E, F, and G as shown on a plan entitled "Definitive Plan Haystack Road (Revision), Reading, Massachusetts" dated October 6, 1978 that were conveyed to the Town in a "Conveyance of Easements and Utilities - Hopkins Farm" document dated June 15, 1976 and recorded in the Middlesex South District Registry of Deeds and Book 13005 Page 534; that the Town determine the minimum amount to be paid for such conveyance and or abandonment at \$1.00, and that the Town authorize the Board of Selectmen to convey or abandon all or any part of said right of easement for such amount or larger amount and such other terms and conditions as Selectmen shall consider proper.

2/3 voted required

ARTICLE 25. On motion of Robert P. Connor, it was voted that Article 25 be indefinitely postponed.

ARTICLE 2. On motion of Douglass L. Barker, it was voted to take Article 2 from the table.

ARTICLE 2. On motion of Douglass L. Barker, it was voted that the Board of Selectmen instruct all Boards and Commissions to refrain from holding public hearings on Mondays and Thursdays when Town Meeting is in session.

ARTICLE 2. On motion of Douglass L. Barker, it was voted that the Board of Selectmen, Town Manager, School Committee, and Town Clerk be instructed to take whatever actions are necessary to hold all sessions of future Annual and Subsequent Town Meeting at the Reading Memorial High School auditorium, 62 Oakland Road.

ARTICLE 2. On motion of John H. Russell, it was voted that Article 2 be laid on the table.

ARTICLE 1. On motion of John J. Russell, it was voted to take Article 1 from the table.

ARTICLE 1. The following report of Allan E. Ames of the Reading Municipal Light Department was accepted as a Report of Progress:

REPORT TO TOWN MEETING
FROM MUNICIPAL LIGHT BOARD

This is a brief report to Reading Town Meeting on matters pertaining to the Town's Municipal Light Department. With reference once again to the old Chinese curse, "May you live in interesting times", let me say that 1987 has been another very interesting year for the Department.

Of the many topics that might be covered, I will select only two: the significance of the recent Massachusetts Department of Utilities (MDPU) Order, and the present status of relations with Wilmington.

First the MDPU decision.

The brief history is that some years ago both the Wilmington Chamber of Commerce (WCC), and the Town of Wilmington filed petitions with the MDPU for an investigation into the rates and practices of the RMLD. Acting on its own motion, the MDPU consolidated the proceedings, and started the investigation.

After hearings, briefs, interrogatories, and investigations, on October 21, 1987 the MDPU issued a final order in this proceeding.

Overall the final order is a triumph for Reading in particular, but the order may turn out to be a challenge for the municipal utilities in general. More on this shortly.

Of the issues over which Reading had any control, the MDPU found in favor of Reading. These issues included:

- rate structures
- allocation of costs within customer classes
- right to depreciation other than 3%
- street lighting rates
- the right to transfer earnings to the Town
- the right to choose when and how refunds of
capitol projects are to be refunded.

Essentially, Reading was judged to be a well-run utility. We will make available a copy of the order to anyone who requests it. And I cannot resist noting that this order seems to be talking about a completely different utility from that which was described to the press by WCC in 1984 and 1985.

Turning to the changes which will affect all municipals, including Reading:

In the State of Massachusetts, municipal utilities are regulated to a much lesser extent than they are in most other states. "Regulations" means control over how rates are set. One constraint in Ch 164 on the operation of a municipal utility is that it can earn no more than 8% of "plant". The MDPU has ordered that henceforth, the definition of "plant" against which the 8% earning limitation must apply is to mean "original cost minus depreciation", rather than "original cost". Reading and all other municipal utilities have previously understood the 8% limitation to apply to original cost, not depreciated cost. The MDPU order acknowledges that the new rule is "different from what had been accepted practice". The new rule makes municipal utility accounting closer to private utility accounting.

The order would seem to have several effects on Reading, but please accept these as a personal judgment, because there has not been time to study the matter completely.

1) Allowable earnings will be cut dramatically, from approx. 2.2. million to approx. 1.2 million. While the RMLD will be able to sustain its present level of payments of 1.2 million per year, the rate of growth of these payments may not be what it was in the past.

2) The order does not necessarily mean lower electric rates, except for 1987, until well into the future. Higher depreciation will be allowed in order to cover construction costs, and construction of new facilities is where earnings have gone in the past which were not given to the Town.

3) It will probably turn out that a much higher level of debt is appropriate for municipal utilities that we are accustomed to.

In summary, running a municipal utility is definitely a less profitable business at the same level of risk than it was before. We do not pretend to understand the full impact of the order, but trust we will have to before the end of the year.

Now for the Wilmington situation.

Reading is authorized to run a municipal utility under Ch 164 of the Laws of the Commonwealth, but apparently serves Wilmington under both Ch 164 and special legislation passed in 1908. Ch. 164 sets out procedures by which a community can form its own utility by separation from the utility serving it. Acting under Ch. 164, last April Wilmington Town Meeting passed the second of two required votes to initiate the separation process and form its own utility.

The process begins with a 150 day period for negotiation, followed by a 30 day period during which either party may appeal to the MDPU for a determination of the amount of money that must change hands to effect the separation. Reading would have no right to reject a determination by the MDPU, although Wilmington would.

The 150 day period passed with but occasional communication between the RMLB and the Wilmington Selectmen. Both sides wrote letters to each other, and Wilmington issued several information requests, but there was no substantive negotiation. In large part this was because Wilmington did not begin to acquire the information it needed until half way through the period supposedly for negotiation.

Toward the end of the appeal period, Wilmington made an offer to Reading of \$4.7 million dollars for Reading's distribution plant in Wilmington, but with no further commitments of any kind. Without waiting for an answer from Reading, Wilmington filed a request for determination of costs with the MDPU.

On Thursday, November 5, Reading filed a reply to Wilmington's MDPU request, which stated that on a basis comparable to that of Wilmington's offer, the proper amount is as high as \$52 million, not Wilmington's \$4.7. Reading believes that Wilmington is obligated to help pay for distribution system investments and power supply contracts that were undertaken in part to supply Wilmington, in addition to a much higher evaluation for Reading's plant in Wilmington. If Wilmington were to form its own utility but stay as a customer of Reading, the cost to Wilmington would be approximately \$14 million. None of these figures convey the amount of money that might be turned over to the Town of Reading, which is itself a complex calculation.

So where are we?

Wilmington clearly has a legal right to form its own utility. But Reading and its consultants cannot find any way that Wilmington can financially do so, that is, meet its obligations to Reading, and still provide lower cost power to its customers than Reading can.

RMLB has taken - and believes in - the position that separation is not in the interest of any of the ratepayers in the system and that the matter should be dropped as soon as possible. The RMLB has made this position public, along with the data supporting the position. We hope that by making the information available we can persuade either the Wilmington Selectmen, or someone in Wilmington to stop this massive expenditure of money on nothing constructive. Thus far Wilmington for its taxpayers, and RMLD for the ratepayers have spent nearly \$300,000. We are told this is just a good beginning for such cases.

Since there is every reason to think that the MDPU will have little interest in this case, it seems likely that there will be ample time for further discussions with Wilmington before anything of substance happens.

ARTICLE 1. A verbal suggestion of Maria E. Silvaggi that presentations to Town Meeting be given earlier in the evening.

ARTICLE 1. The following report of Margaret W. Russell of the Budget Format Review Committee, was accepted as a Report of Progress:

BUDGET FORMAT REVIEW COMMITTEE

Report of Progress - November 23, 1987

The Budget Format Review Committee was appointed as a result of an instructional motion passed at the Spring, 1987 Annual Town Meeting. Appointed to the committee were Town Meeting members John Silvaggi, Lawrence Mabijs, Raymond Betts, Frank Gorgone, and Margaret Russell. Representing the School Committee is Carol Lyons, from the Finance Committee, Brian McMenimen, from the By-law Committee, Philip Pacino, and from the Selectmen, Mollie Ziegler. Town Accountant Richard Foley has been attending meetings as a liaison with Town Hall. To date, we have held six meetings.

In order to understand clearly the separate roles and responsibilities of the Town Manager, the Finance Committee, and Town Meeting in the budget process, we have reviewed the Charter and By-laws. We have also looked at the report of a previous study committee formed in 1976, and thanks to Richard Foley, we have looked at a number of other town's warrants and Town Meeting budget materials.

We are still in the process of finalizing our recommendations. However, it is evident that the Town Manager anticipated

a couple of our recommendations in preparing the Warrant for this current Town Meeting. The Committee was pleased to see the brief background explanations accompanying each article, and in the future, we hope to see a brief statement on the FinCom's rationale for its position included as well.

We look forward to working with the FinCom and the Town Manager in the next few months. Our next meeting will be on Tuesday, December 1st at 7:30 in the Employees' Lounge at Town Hall. Our meetings are usually included in the calendar published each week in the Chronicle, and we would welcome your suggestions either in person or by phone call to any of the members mentioned above.

Respectfully submitted,
Margaret W. Russell, Chairman

ARTICLE 1. The following Report of H. Theodore Cohen was accepted as a Report of Progress:

FURTHER REPORT TO TOWN MEETING

RE: MODIFICATION OF HOSPITAL TRUSTS

As a supplement to the Report to Town Meeting regarding the modification of Hospital Trusts given on November 9, 1987, this is to advise Town Meeting that the allegations of the Complaint to modify the terms of the Anne S. Grouard Trust Fund, the Stephen S. Foster Trust Fund and the Gilman L. Parker Trust Fund have all been admitted by the Attorney General, and the Attorney General has joined in the Town's request that the Probate Court grant the relief sought by the Town of Reading.

ARTICLE 1. On motion of John H. Russell, it was voted that Article 1 be laid on the table.

ARTICLE 2. On motion of John H. Russell, it was voted to take Article 2 from the table.

ARTICLE 2. On motion of Benjamin E. Nichols, it was voted that the Selectmen instruct Town Counsel to consider if Article 8 was legally voted since under Reading Charter Section 6-1 Town Meeting may not vote to amend or alter the Administrative Code, and under Section 4-10 an alteration was made because no Insurance Committee was voted according to Chart shown on the screen.

ARTICLE 2. On motion of Deane B. Haskell, it was voted that all elected and appointed Boards, Commission, and Town Employees be instructed that all materials to be considered by Town Meeting be provided at least one session or three days in advance of their consideration on Town Meeting floor, and further that when any financial and/or money figures are to be presented, the figures presented to Town Meeting be the same as what has been presented to the Finance Committee for its deliberations.

ARTICLE 2. On motion of John H. Russell, it was voted that Article 2 be laid on the table.

On motion of John H. Russell, it was voted that this meeting stand adjourned sine die.

Meeting adjourned at 10:38 P.M.

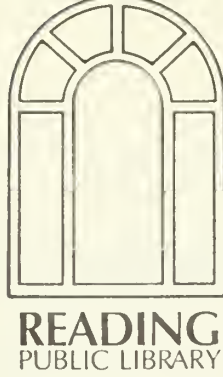
99 Town Meeting members were present.

A true copy. Attest:

Doris M. Fantasia
Town Clerk

Library





SUMMARY REPORT OF THE READING PUBLIC LIBRARY FOR 1987

Like any vital community service, the Reading Public Library is constantly buzzing with the activity and enthusiasm of both its staff and its patrons. During 1987, the library was "home base" for many exciting doings as it works to meet the myriad and multi-faceted informational and enjoyment requirements of an enthusiastically book-based and culturally oriented community.

The staff continues to be the library's major asset, as it interacts and assists Reading's citizens - from the youngest initiate into the wonderful world of books to those for whom reading has been a great pleasure during a literary life that spans more than eight decades.

During the year, retirements, resignations, and new hirings reflected milestones for various staff members. The major position filled was that of director, which Susan Flannery assumed in January. Muf Shaw and Jeannette Warren both retired in 1987. Muff, who often arranged the theatre trips to Boston while the library was in its old quarters, retired in the fall but will continue part-time in Technical Services. Jeannette Warren, who officially retired on December 31, 1987, will remain "on duty" part-time in reference through the current fiscal year. A new hiree and recent graduate of the University of Illinois School of Library Science, Renee Olson began her duties as Information Librarian on October 5.

If you come to the library looking for the same custodial staff we had as of January 1, 1987, you won't find any familiar faces. Our full-time day custodian David Mitchell resigned, with Peter Sheridan assuming his duties in February. In the fall, part-time evening custodian Mark Nichols resigned; as of the end of 1987, we were without a permanent replacement for Mr. Nichols.

Other staff changes also occurred. With Assistant Director Nancy Aberman's leave of absence, Diane Young became our Acting Assistant Director. Later in the year, Ms. Aberman resigned as Assistant Director

(although she is now back at the library in a part-time, non-administrative capacity). We were sorry to lose Diane Manikowski, whose husband was transferred, and Technical Services volunteer Peg Hagan. But brighter moments arrived with the hiring of two new library clerks, Mary Jo Nordstrom and Beverly Levy, who came on board in the summer.

Throughout the year, the library is a hotbed of activity. From the scores of meetings held here to the programs prepared by the staff for its various patron groups, the library is almost always hosting some event.

Our school-aged children remain one of our chief target groups. In November, fifty youngsters in the junior and senior high schools attended opening night of *Big River*, a musical based on Mark Twain's *Adventures of Huckleberry Finn*. Via an Arts Lottery grant and some reasonably priced tickets (\$5.00), Sally McDonald was able to give these kids a first-rate evening of entertainment, and for some, no doubt, their first introduction to the live, professional theatre.

Brenda Wettergreen continues to organize special programs for adults. In the spring, the annual Pops concert trip was held, as well as a fall show to see the Broadway musical *Cats* (playing in Boston, of course) and then the annual Christmastime jaunt to enjoy the always-fresh fantasy of *The Nutcracker*.

Other programs aimed at youngsters captured the imaginations of Reading kids. Over the past few years, the Summer Reading Program, under the direction of Children's Librarian Corrine Fisher, has been one of the library's most exciting and visible undertakings (this year you could see dinosaur tracks across the windows in the Children's Room, as well as a dinosaur outlined on the parking lot). With 923 participants, the reading program for elementary-aged kids was the most successful yet. Each youngster who read at least 15 books received a 450,000,000-year-old fossil for his/her efforts, making this the oldest reward ever given out by the library. During the summer months, the circulation in the Children's Room increased 21% compared to the same two-month period (July and August) in 1986, a further indication of the kids' enthusiasm for the program.

Young Adult Librarian Sally McDonald, recognizing the lack of a summer reading incentive program for middle-school kids, started a Reading Raffle Summer Reading program, which attracted seventy-seven kids who read 518 books. Instead of getting a fossil, these kids received certificates from local merchants.

The Art of the Book continued in 1987. This successful program was a cooperative venture between the Reading Public Schools and the Reading Public Library. Future continuation of the program is anticipated, with the school's assuming a more active administrative role.

While the youngsters receive rewards for their reading efforts, the staff has been rewarded for some of their efforts, too. Corrine Fisher, Sally McDonald, and Library Director Susan Flannery received their respective Arts Lottery grants.

On a wider scale, the library received several honors from the Massachusetts Library Association (MLA): first place for its video on the library's senior citizen services and a merit award for its *Gentle Reader* newsletter. The 1987 summer reading program, Make Tracks for Reading, was a first-place winner in that category. The P.R. for Pennies award went to the library's clever brown-bag flyer for the library's popular lunchtime book-review series. Although not yet honored, the library's monthly newsletter/new book list, *Off the Shelf*, now comes in a large-type edition, thanks to Doreen Bolnick. In fact, September large-type circulation was up 39% over September 1986.

Some on the staff took the newsletter's name, *Off the Shelf*, pretty literally when they introduced the Monday morning "library" at the MBTA station on High Street. This eight-week summer experiment, which started at 6:45 a.m., attracted more than thirty new card-carrying library users (and, most likely, a few turned heads at the depot). If Mohammed won't come to the mountain....

For the entire library staff, 1987 was a banner year. Community enthusiasm remains high, programs continue to reach citizens of all ages and interests, and new ideas continue to keep the library a fresh, exciting place to be. And, as a discount clothing chain says of itself, the Reading Public Library is never the same place twice.

BOARD OF LIBRARY TRUSTEES

Ms. Cherrie Dubois, Chairperson
Dr. Christine Redford, Vice-Chairperson
Mr. Robert Fields, Secretary
Ms. Carol Beckwith
Ms. Elia Dangelmaier
Mr. William Diamond

PERSONNEL 1987

Director	Susan Flannery
Assistant Director	Nancy Aberman
Administrative Secretary	Ann Blaisdell
Head of Technical Services	Edna Shaw
Head of Circulation Division	Dorothy Alworth
Children's Librarian	Corinne Fisher
Reference Librarians	Diane Young
	Doreen Bolnick
	Renee Olson
Young Adults Librarian	Sally McDonald
Library Associates	Theresa Bond
	Elaine Singleton
	Carol Smith
	Brenda Wettergreen
Senior Technician	Jeannette Warren
Technicians	Michael Colford
	Madeleine Gillis
	Jeffrey Klapes
	Beverly Levy
	Mary Jo Nordstrom
	Eileen O'Malley
	Irene Sunbury
	Ronald Thomson
Library Aide	Nicola Carello
Pages	Laurie Conwell
	Paul Feely
	Dawn Harrison
	Andrew Larson
	Mary McIntire
	Karen Menard
	Andrea Powers
	Lois Tulikangas

ANNUAL STATISTICS

Adult circulation	179,032		
Children's circulation	99,284		
Total circulation	278,316		
Number of registered cardholders	16,346		
Adult Programs	14	Attendance	1059
Children's programs	317	Attendance	9394
Total	331		10,453

COLLECTION

Books	94,214
Records, Cassettes, CD's	6707
Audio-visual Materials	124
Total	101,045

Municipal Light Board



GENERAL STATISTICS OF THE
READING MUNICIPAL LIGHT DEPARTMENT
A FOUR YEAR COMPARISON

SYSTEM OUTPUT

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Energy Purchased Kilowatt Hours	516,473,592	526,831,446	553,203,507	591,370,083
Cost per Kilowatt Hour Purchased	7.2651¢	6.1278¢	5.9486¢	6.4751¢
System Peak Kilowatt	100,640	102,400	99,440	107,680

KILOWATT HOURS SOLD

Residential	141,519,855	141,542,633	149,920,741	158,606,814
Industrial & Commercial	333,720,145	342,842,527	364,394,071	390,031,244
Other	4,260,217	4,211,500	4,220,089	4,249,345
TOTAL	479,550,217	488,696,660	518,534,901	552,887,403

NUMBER OF CUSTOMERS

Residential	19,391	19,652	19,874	20,146
Industrial & Commercial	1,850	1,936	2,051	2,150
Other	22	22	22	22
TOTAL	21,263	21,610	21,947	22,318

OPERATING REVENUE

Residential	\$13,314,520.	\$11,913,918.	\$12,423,909.31	\$14,132,818.18
Industrial & Commercial	28,643,232.	26,151,236.	26,251,319.87	29,586,073.49
Others	558,317.	485,510.	448,260.60	463,056.98
TOTAL	\$42,516,070.	\$38,643,098.	\$39,123,489.72	44,181,948.65

AVERAGE REVENUE PER KWH

Residential	9.408¢	8.418¢	8.287¢	8.9106¢
Industrial & Commercial	8.582¢	7.643¢	7.204¢	7.5856¢
Other	13.105¢	11.429¢	10.622¢	10.8971¢
TOTAL	8.8658¢	7.9074¢	7.5450¢	7.9911¢

MUNICIPAL LIGHT BOARD

Allan E. Ames, Chairman	Term Expires 1988
Frederick J. Nemergut, Secretary	Term Expires 1989
Francis P. Gorgone, Member*	Term Expires 1990
Philip B. Pacino, Member	Term Expires 1990
Barry E. Hampson, Member	Term Expires 1988
James L. O'Leary, Member+	Term Expires 1988

Leonard D. Rucker
General Manager
25 Haven Street
Reading, Massachusetts

To: The Town of Reading Municipal Light Board

Gentlemen:

Respectfully submitted is the ninety-third report of the Municipal Light Department.

MDPU-85-121

On 21 October, 1987 the Massachusetts Department of Public Utilities ("MDPU") delivered a decision on the MDPU 85-121 petition. This MDPU case was a petition by the Wilmington Chamber of Commerce, et al. for an investigation into the rate and practices of the Reading Municipal Light Department. The decision covered a wide range of issues most of which were decided in favor of the RMLD. A summary is provided below:

CALCULATION OF THE ALLOWED RETURN: NET VS GROSS PLANT

The Chamber raised the issue of whether "gross" or "net" plant should be used in the calculation of the RMLD's statutorily allowed 8 percent rate of return. All municipal light departments in the Commonwealth have followed the practice of using "gross" value for the past 80 years.

The MDPU found that while the RMLD was correct that it is entitled to reasoned consistency in the MDPU's longstanding practice of not questioning RMLD's calculation of its rate of return, the MDPU is not bound forever to a particular policy. Accordingly the MDPU directed the RMLD to utilize "net" plant in future calculations. This aspect of the decision significantly reduces the monetary value of the 8 percent rate of return. In the future, the RMLD may have to utilize municipal bonding as a method of financing construction in addition to self-generated funds.

* Resigned

+ Appointed to fill Vacancy

DEPRECIATION RATE

RMLD petitioned the MDPU to increase its depreciation rate from 3 percent to 5 percent for the 1986 calendar year pursuant to G.L. c. 164, sec. 57. The Chamber argued that the depreciation rate should be held at 3 percent. The MDPU agreed with the RMLD that, in this particular instance, the intention of the General Court was to permit a municipal flexibility to increase its depreciation reserve. Accordingly the MDPU approved RMLD's request for 5 percent.

VOLUNTARY PAYMENTS

The Chamber argued that the RMLD discriminates in determining its voluntary payments to the four towns it serves. In reply the RMLD argued that it makes its appropriations in accordance with the Uniform System of Accounts and the Tax Levy and Form of Vote Regarding Tax Levy.

The MDPU disagreed with the RMLD on the accounting approach and directed the RMLD to account for all future voluntary payments as "below-the-line-items". "Below-the-line" is an accounting term which means the item is deducted after the return and expenses are calculated.

The MDPU also decided that because the payments are voluntary, the MDPU has no authority to determine how much the RMLD should pay to any municipality.

RATE STRUCTURE

The RMLD argued that its rates are based on the MDPU's rate structure standards and properly reflected in a cost of service study ("COSS") using a probability of dispatch method. The Chamber questioned the validity of the COSS and, therefore, the rate structure.

The MDPU agreed with the RMLD and said our COSS was generally consistent with cost of service studies approved by the DPU in the past. Accordingly the MDPU found that the COSS is reasonable to demonstrate that no undue discrimination was inherent in the rates in effect beginning of June, 1985.

STREETLIGHTING

The Chamber argued that RMLD's streetlighting rates were discriminatory between the four towns served and questioned the validity at the estimating methods employed.

The MDPU disagreed with the Chamber and found that the rates charged by the RMLD to other towns for streetlighting are not unduly discriminatory. The MDPU further found that there was no evidence that our estimating processes were in error or that any error would have a significant impact on the allocations set forth in the COSS.

MMWEC

The Chamber argued that the MDPU should order the RMLD to immediately rebate about \$1.6 million contained in a Rate Stabilization Reserve Fund. The RMLD maintained that it must balance various factors such as fuel costs, load growth, energy sales, marginal cost pricing, etc. and that these factors should determine the timing of the release.

The MDPU elected not to substitute its judgement for that of RMLD management and found that the RMLD appears to be taking into consideration appropriate factors in determining the most effective time to reflect the proceeds of the funds in rates.

TOWN OF WILMINGTON

In April the Town of Wilmington took the second of two required votes to form their own municipal electric utility. Late in 1987 Wilmington filed a MDPU petition for determination of value of all RMLD assets located in Wilmington. The RMLD subsequently filed a reply at the MDPU. The MDPU has not indicated when it may provide a decision. Separate analyses by each party yielded significantly different estimates of value

The RMLD Board of Commissioners have met with the Selectmen of Wilmington and representatives of North Reading, Reading, and Lynnfield in an effort to negotiate a plan that would leave Wilmington as a RMLD member town. To date the parties have established an open dialogue though no decisions have been made.

GENERAL SERVICE RATE SCHEDULE

In May the RMLD filed a revised General Service Rate Schedule 'C' to include a Non-firm (interruptable) demand rate for Industrial Customers. The RMLD is the first municipal utility to offer such a schedule to their ratepayers.

CUSTOMER REBATE

In 1986 the RMLD refunded a total of \$1,264,000. Due to increased load growth and lower than projected expenses, RMLD was able to refund \$992,500 for 1987. Class 'A' Residential was credited by \$312,800. while Class 'C' received credits of \$679,700.

SIGNIFICANT PERSONNEL CHANGES

In 1987 the RMLD Board underwent expansion to 5 elected Commissioners serving staggered terms. Mr. John H. Crooker was succeeded by Mr. Frank Gorgone. Messrs Philip B. Pacino and Barry E. Hampson were elected as Commissioners. After elections the Board reorganized with Mr. Allan E. Ames, Chairman and Mr. Frederick J. Nemergut, Secretary. Mr. James L. O'Leary was appointed by a joint meeting of the RMLD Board and the Reading Board of Selectmen to replace Mr. Gorgone after his resignation for personal reasons.

Mr. Norbert D. Rhinerson retired as General Manager. Mr. Leonard D. Rucker eventually succeeded Mr. Rhinerson. Mr. James H. Blomley, Jr. served as Acting General Manager during the transition period.

Mr. Arthur Gilman retired as a Leader Lineman after a long and successful career at the RMLD.

CUSTOMER RELATIONS

The RMLD Board has emphasized open communications between the RMLD, the four member towns, and all RMLD Rate Ratepayers. These major activities have been initiated:

- a. Regular publication of a customer newsletter
- b. Creation of Citizens Advisory Committee
- c. Regular presentations to civic groups and interested residential and commercial Ratepayers

1987 Construction Highlights

The Department participated in three (3) simulated load shedding tests conducted by the Rhode Island, Eastern Massachusetts and Vermont Energy Control (REMVEC) during the year. All of these tests were successful. The Department is required to reduce the load to the percentages specified within ten (10) minutes. The Department with the aid of the Supervisory Control and Data Acquisition System (SCADA) was able to implement Procedure #4 within the specified ten (10) minutes. These test procedures are conducted routinely throughout the year to test the effectiveness and response time by the responsible utilities in case an emergency should arise during the year which would require an actual load reduction.

Four (4) actual load watches were implemented during the year under Procedure #4 to make utilities aware for the possibility of implementation of either Action #4 or Action #7 due to the lack of capacity conditioned on the loss of any major generating unit or transmission facility.

Twenty (20) Procedure #4's were implemented for capacity deficiencies which could possibly require voltage reductions and/or load shedding under Action #7. Three of which resulted in a 5% voltage reduction due to the system loads in the area.

Station #1 (Ash Street, Reading) - Sixty (60) new batteries were installed to replace the existing twenty six (26) year old batteries that were at the end of their useful life. The batteries provide 125 volt D.C. control power for the switchgear.

Station #2 (Lynnfield Center) - A new 15 amp battery charger was installed to replace the original 3 amp battery charger. The station also had four new batteries installed. The batteries provide 24 volt D.C. control power for the switchgear.

Station #3 (North Reading) - The SCADA was connected and placed into service for the 15 Kv structure in the yard. Four new batteries were also installed at Station #3. The batteries provide 24 volt D.C. control power for the switchgear.

Station #461 (Wilmington Center) - This station was totally de-energized and removed from the system during the 4W23 line cut over. The batteries from this station were about a year old and were installed in Stations #2 and #3. There was a temporary service connected to the Station to operate the lights and heaters.

Control Center (Ash Street, Reading) - During May the new Merlin Telephone system was installed for the Ash Street complex. The Department worked on this project during the previous two months and did all the in-house wiring. In August the Center received a new IBM-AT Personnel Computer for storage and access to the many records and data that the Department retains.

The Department's Peak Load Reduction Program increased to thirty nine (39) customers. The Peak Load Reduction Program hopefully will be expanded beyond the thirty nine (39) participants for 1987 to total of fifty (50) load control customers for 1988 peak load period.

The Department reached a peak load on August 17, 1987, at 3:00 p.m. of 107,680 KW. the total reduction achieved in 1987 was 8,840 KW. If not implemented, the projected peak without reduction would have reached 116,520 KW.

The net savings to the thirty nine (39) load control customers was \$234,626.64.

The program to date has been extremely successful through the cooperation of the participating customers.

Participation in the Utilities Underground Plant Damage Prevention System (Dig Safe) required four hundred and thirty (430) manhours for Department personnel to locate and mark the Department's underground facilities prior to excavation by contractors. Eight hundred fifty five (855) requests were answered during 1987. There were two hundred and sixty (260) calls in Reading, one hundred thirteen (113) calls in Lynnfield, one hundred forty two (142) calls in North Reading and three hundred and five calls (305) Wilmington. On the average each call consumes approximately 30 minutes to identify and locate the position of the Department's facilities in the field, which is accomplished by the efforts of the Station Department personnel.

Dig Safe is a necessary safeguard to prevent damage to facilities which would result in the interruption of customer service.

There were a total of sixty four (64) pole damage cases as a result of motor vehicle accidents. The majority of these occurred in Wilmington with twenty seven (27), Reading with twenty one (21), North Reading with ten (10) and Lynnfield Center with six (6). Pole replacement work and repairs require an extensive amount of maintenance, keeping in mind that the average time to complete repairs is twenty four (24) man hours per pole, which is approximately four (4) months of work for one line crew consisting of three (3) men.

The Department installed a total of three hundred and ninety five (395) services during the year, three hundred one (301) single phase services, ninety four (94) three phase services and forty eight (48) temporary services. Two hundred ninety two (292) meter changes were also completed.

A total of fifteen hundred and nine (1509) meters were tested during 1987. Two hundred ninety (290) three phase meters and seven hundred eighty five (785) single phase meters were shop tested, and four hundred and twenty five (425) single phase meters were tested in the field.

There were two hundred and fifty two (252) Residential Home Energy Audits and forty one (41) Commercial Energy Audits performed this year.

The Department completed ninety eight (98) pole replacement transfers in 1987, which was a major accomplishment considering the busy work schedule and keeping in mind that transfers require a minimum of four (4) crew hours to an average maximum of eight (8) crew hours. The majority of transfers were in Wilmington with fifty eight (58), North Reading with fifteen (15), Lynnfield with five (5) and Reading with twenty (20).

The pole setting for the year which was for maintenance, new customers and flood lighting included a total of sixty eight (68) units. Eighteen (18) were set in Reading, one (1) in Lynnfield, twenty nine (29) in North Reading and twenty (20) in Wilmington.

Bids have been awarded to replace the three Departmental vehicles.

The Sewerage Pumping Station on Joseph Way, Reading required a primary line extension necessitating fifteen hundred (1500) feet of 3 phase primary construction to provide a

3 phase service.

The Department installed a metal halide power - spot floodlight on a street pole adjacent to the Reading Common to illuminate the town's flag pole.

The Public Work's Road required three (3) - 7 foot x 12 foot manholes with nine hundred (900) feet of 12 duct bank using 5 inch conduit, for future use to service major load in the John Street area of Reading.

A new 35 Kv pole line consisting of fifteen hundred and fifty (1550) feet of 795 MCM aluminum spacer cable was installed on the MBTA Right of Way from Wakefield to our facilities at 218 Ash Street in Reading. The construction necessitated the installation of 13 poles ranging from 55 feet to 70 feet and a six duct riser bank at the railroad crossing near the new Department of Public Works garage.

Feeder 4W23 circuit rearrangement and addition of fifty eight hundred (5800) feet of 556 MCM aluminum spacer cable resulted in the realignment of feeder 4W23 as a high capacity supply feed to Sweetheart Products in Wilmington.

4W7 reconfiguration of the existing feed and addition of fifty two hundred (5200) feet of 556 MCM aluminum spacer cable resulted in a high capacity spare feeder capable of providing back-up service to other feeders in the south Wilmington area.

The signs were removed from the front and rear of the Reading Municipal Light Department's building at 25 Haven Street due to corrosion which made a hazardous condition.

A new Pitney Bowes 5655 bill inserter and envelope sealing machine replaced the Department's outdated bill inserter.

The Department replaced the Horizon Telephone System, which had been at its maximum capacity for some time and was no longer cost effective. The System 25 has the availability for expansion, if necessary, at a lower cost to the Department.

The Department answered two hundred and seven (207) emergency calls during 1987. The break down of the calls is as follows: seventy two (72) blown line fuses, twenty seven (27) feeder outages, twenty four (24) primary lines down, seventeen (17) secondary lines down, sixteen (16) services down, forty two (42) completely self protected transformer (CSP) trips, seven (7) conventional transformers overloaded and two (2) padmount transformer overloads.

There were three (3) major snow storms for the year that created many outages within the system. The storm of January 2nd and 3rd started on Thursday and extended into Friday. Crews worked around the clock until Monday restoring power. The next major storm also started on a Thursday, January 22nd and 23rd and again the crews worked continuously until Sunday restoring power. Sunday, April 28th was the last storm causing severe outages working the crews through Tuesday restoring power.

Due to the severe weather conditions that have occurred over the past few years. RMLD has transformed a two hundred and four (204) square foot area into a Storm Stock Room. This room is completely stocked with all the necessary equipment needed to combat major outages caused by severe weather conditions.

The Department installed one pole to service two (2) new homes on Chestnut Street

Extension in Reading.

A considerable amount of time was spent on residential underground construction in eighteen (18) developments throughout the service area.

Pine Grove Estates, Reading, consists of eighteen (18) lots off Rustic Lane. The Department installed forty four hundred (4400) feet of PVC conduit including five (5) manholes, two (2) 37.5 and one (1) 50 KVA transformers, twenty seven hundred (2700) feet of primary cable and sixteen hundred (1600) feet of secondary cable

Spearfield Lane in Lynnfield required four (4) manholes, twenty three hundred (2300) feet of PVC conduit, fourteen hundred (1400) feet of 1/0 primary cable, five hundred twenty (520) feet of secondary cable, one (1) 25 KVA and one (1) 37.5 KVA transformer to service nine (9) house lots.

Thompson Estates, Lynnfield, required the installation of eighteen hundred (1800) feet of PVC conduit, thirteen hundred (1300) feet of 1/0 primary cable, four hundred (400) feet of secondary cable, one (1) 37.5 KVA transformer.

Underhill Road, Lynnfield required one (1) 25 Kva transformer , twelve hundred (1200) feet of PVC conduit, nine hundred (900) feet 1/0 primary cable and four hundred (400) of secondary cable.

Todd Lane, Lynnfield, one (1) manhole and one (1) 25 Kva transformer were added to extend the underground system to service one (1) additional lot.

Essex Street, Lynnfield Condominiums required the delivery of six (6) manholes for the start of the construction for twelve (12) buildings consisting of sixty six (66) units.

Parsonage Lane, North Reading, four (4) street light poles and 1000 feet of streetlighting cable were installed.

Swan Pond Estates, off Elm Street, North Reading has twenty one (21) house lots and required the installation of eight (8) manholes, four (4) 37.5 transformers, six thousand (6000) feet of 3 inch conduits, thirty six hundred (3600) feet of primary cable, twenty three (2300) feet of secondary cable and the connection of four (4) services.

Strawberry Hill, Pleasant Street Extension, North Reading, required eighteen hundred (1800) feet of primary cable, two (2) 25 Kva transformers and the connection of two (2) services.

Anglewood Estates off Park Street, North Reading, the Department supplied three (3) 37.5 Kva transformers and connected three (3) services.

Ridgeway Estates II off spruce Road, North Reading, has forty nine (49) lots and necessitated the installation of seven thousand (7000) feet of 3 inch conduit, three thousand (3000) feet of 4 inch conduit, eighteen (18) manholes, three thousand (3000) feet of streetlighting conduit, eight thousand (8000) feet of primary cable, two thousand feet of secondary cable, five (5) 37.5 Kva transformers, one (1) 50 Kva transformer and fifteen (15) of the services were connected this year.

Stonecleave Estates off North Street, North Reading, required four (4) manholes, two

(2) 25 Kva transformers, three thousand feet of 3 inch conduit, eighteen hundred (1800) feet of primary cable, five hundred (500) feet of secondary cable and one (1) service connection.

Bedell Estates off Chestnut Street, Wilmington required thirty five hundred (3500) feet of 3 inch conduit, nine hundred (900) feet street lighting conduit, four (4) manholes, twenty three hundred (2300) feet of primary cable, one thousand (1000) feet of secondary cable, one (1) 37.5 Kva transformer, one (1) 50 Kva transformer and three (3) service connections.

Chestnut Estates off Chestnut Street, Wilmington, required the installation of fifteen hundred (1500) feet of 3 inch conduit, seven hundred (700) feet of 4 inch conduit, five hundred (500) feet of streetlighting conduit, nine (9) manholes, seven hundred feet of primary cable, five hundred (500) feet of secondary cable, two (2) 37.5 Kva transformers and six (6) service connections.

Ohio Street, off Nichols Street, Wilmington - the Department installed one thousand (1000) feet of 3 inch conduit, one thousand (1000) feet of 4 inch conduit and five (5) manholes.

The Department energized several new commercial customers throughout the system; in Reading, Somerset Nursing Home required one (1) span of overhead primary to feed a 300 Kva padmount transformer, 125 Main Street (an addition and service upgrade) required (1) one span of overhead primary extension with a new 225 Kva pole mounted transformer bank, Wes Parker's Restaurant required (1) span of overhead primary extension with a 112½ Kva pole mounted transformer, Reading Housing and Dennison Organ Condominiums required service connections.

In North Reading, Boston Water Cooler required a (2) two span primary extension and a 45 Kva pole mounted transformer, Lucci Shopping Center required an extension of five (5) spans for an existing pole line with a conductor upgrade and the addition of a 150 Kva transformer to service ten (10) retail spaces.

Wilmington, E.T.M. Office Building required one (1) span primary extension with a pole mounted transformer, Howland requiried a two (2) span of primary extension with a 300 Kva padmounted transformer, Harnden Square Office Building required four (4) span primary extension with a 500 Kva padmount transformer, Kierulff Building required one (1) span of primary with a 300 Kva padmounted transformer, Webber Place required one (1) span of primary and a 150 Kva pole mounted transformer, Wilmington Builders Supply expansion was an upgrade in service requiring one (1) span of primary with a 112 Kva pole mounted transformer. Papa Gino and Wilmington Housing Prefab Homes required new service connections.

In accordance with section 5b, Chapter 164 of the General Laws of the Commonwealth of Massachusetts, I submit my estimate of income and expense of the plant for the 1988 calendar year.

ESTIMATED INCOME & EXPENSES FOR 1988

INCOME

From Customers	\$46,495,000.
From Reading Street Lights	114,475
From Miscellaneous Income	112,525.
From Forfeited Discounts	670,000.
Total Income	\$47,392,000.
Cash from Rate Stabilization Fund	1,173,000.
Total Income Plus Rate Stabilization Fund	48,565,000.

EXPENSES

Production	
Capacity	\$28,038,000.
Fuel	13,36,000.
Total Production	\$41,384,000.
Transmission	\$ 37,000.
Distribution	1,857,000.
Street Lighting	58,000.
Depreciation	1,148,000.
General Miscellaneous	2,578,000.
Interest on Bonds & Notes	13,000.
Bonds & Notes Payable Redeemed	130,000.
Interest on Customer Deposits	21,000.
Total Department Expense	\$ 5,842,000.
TOTAL EXPENSES	\$47,226,000.
Net Income	\$ 1,339,000.
KWH Purchased	613,400,000
KWH Sold	574,200,000
KWH for Reading Street Lights	1,387,945
Expenses per KWH Sold	\$ 0.082247
Cost of Reading Street Lights	\$ 114,154.

REPORT OF THE MUNICIPAL LIGHT BOARD

The report of the General Manager as submitted by him, together with the certificates of the Auditor, is hereby approved by the Municipal Light Board and constitutes its report to the Town.

MUNICIPAL LIGHT BOARD

Allan E. Ames, Chairman
Frederick J. Nemergut, Secretary
Philip B. Pacino, Member
Barry E. Hampson, Member
James L. O'Leary, Member

TOTAL COST OF PLANT
AS OF
DECEMBER 31, 1987

LAND

Kenneth E. Gaw Substation	\$ 193,391.26
226 Ash Street	49,428.21
Garage & Stockroom	6,117.00
25 Haven Street	6,609.46
Wildwood Street, Wilmington	2,396.96
Main Street, Wilmington	6,726.92
Haverhill Street, North Reading	3,619.70
Main Street, Lynnfield	6,202.68

STRUCTURES

Kenneth E. Gaw Substation	\$ 1,041,731.23
226 Ash Street	135,737.17
Garage & Stockroom	447,955.16
25 Haven Street	153,670.22
Wildwood Street Substation	74,403.96
Control Building - Ash Street	196,325.92

STATION EQUIPMENT

Kenneth E. Gaw Substation	\$ 2,585,219.90
226 Ash Street	1,004,117.34
Wildwood Street Substation, Wilmington	711,604.64
Main Street, Wilmington	84,980.55
Haverhill Street, North Reading	276,439.33
Main Street, Lynnfield	279,753.85
Control Building, Ash Street	107,812.37

TRANSMISSION

Poles & Fixtures, overhead Conductors	\$ 135,734.69
Underground Conductors	15,488.27
Underground Conduits	23,444.41
Towers	79,248.05

DISTRIBUTION

Poles & Fixtures	\$ 7,583,137.31
Underground Conductors	2,209,697.93
Underground Conduits	2,062,698.32
Line Transformers	3,392,960.59
Services	1,551,492.74
Meters	1,544,017.74
Street Lights & Signal System	1,087,484.34

TOTAL COST OF PLANT	\$ 27,089,648.22
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GENERAL EQUIPMENT	\$ 1,882,840.35
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GRAND TOTAL	\$ 28,972,488.57
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TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
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FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

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EXHIBIT C - Statement of Changes in Financial Position

Notes to the Financial Statements

SUPPLEMENTARY REPORT - Total Electric Utility Plant

MOILANEN & NELSON, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

45 Junction Square Drive, PO Box B, Concord, MA 01742-0902
617-369-4830

Ronald E. Moilanen, CPA, MST
Richard G. Nelson, CPA, MST

February 12, 1988

Municipal Light Board
Town of Reading
Municipal Light Department
25 Haven Street
Reading, MA 01867

We have examined the balance sheet of the Town of Reading, Massachusetts - Municipal Light Department - as of December 31, 1987 and 1986, and the related statements of income and analysis of surplus and changes in financial position for the years then ended. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such other tests and auditing procedures as we considered necessary in the circumstances.

Our examination was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying supplementary report, Total Electric Utility Plant, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the examination of the basic financial statements and, accordingly, we express no opinion on it.

In our opinion, the accompanying balance sheets and the related statements of income and analysis of surplus and changes in financial position present fairly the financial position of the Town of Reading, Massachusetts - Municipal Light Department - as of December 31, 1987 and 1986, and the results of its operations and the changes in its financial position for the years then ended in conformity with generally accepted accounting principles applied on a consistent basis.

MOILANEN & NELSON, P. C.



Richard G. Nelson, CPA

RGN:sry

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BALANCE SHEET
AS OF DECEMBER 31, 1987 AND 1986

ASSETS		LIABILITIES AND SURPLUS			
	1987	1986	1987	1986	
		As restated (Note A)		As restated (Note A)	Increase (Decrease)
<u>ASSETS</u>					
Electric Utility Plant:			Surplus		
Transmission plant	\$ 1,136,149	\$ 1,200,317	206 Appropriation for bond redemption	\$ 1,310,000	\$ 130,000
Distribution plant	13,735,976	12,424,779	207 Appropriation for construction payments	30,678	-
General plant	1,143,076	975,261	208 Unappropriated earned surplus (Exhibit B)	19,693,974	505,503
Total Electric Utility Plant	16,015,201	14,600,357	Total Surplus	21,034,652	635,503
Investments:			Long-Term Debt:		
123 Investments in Associated Companies (Note B)	-0-	13,569	221 Bonds payable (Note O)	160,000	(130,000)
Funds Accounts:			231 Obligations under capital lease (Note O)	73,607	(5,164)
126 Depreciation fund (Note A)	(286,661)	855,629	Total Long-Term Debt	233,607	(135,164)
Current and Accrued Assets:			Current and Accrued Liabilities:		
131 Operating cash (Note C)	6,809,712	6,283,245	221 Bonds payable-current portion	130,000	-0-
132 Customer deposits	471,184	417,021	231 Obligations under capital lease-current portion	45,219	11,147
135 Petty cash	2,000	2,000	232 Accounts payable	2,439,996	314,796
142 Customer accounts receivable	2,681,558	1,698,730	235 Customer deposits	471,184	54,163
143 Other accounts receivable	213,363	223,698	237 Interest accrued	4,409	(2,661)
154 Materials and supplies	745,337	749,446	Total Current and Accrued Liabilities	3,090,808	377,445
163 Stores expense	36,149	34,774	Deferred Credits:		
165 Prepayments	1,675,591	920,239	252 Customer advances for construction	805,477	315,499
Total Current and Accrued Assets	12,634,894	10,329,153	253 Other deferred credits (Note E)	607,419	128,603
			Total Deferred Credits	1,412,896	444,102
			Reserves:		
			260 Reserve for uncollectible accounts	393,390	(16,237)
			265 Miscellaneous operating reserves (Note F)	1,378,272	1,225,134
			Total Reserves	1,771,662	1,208,897
			Contribution in Aid of Construction:		
			271 Contribution in aid of construction	819,809	33,943
Total Assets	\$28,363,434	\$25,798,708	Total Liabilities and Surplus	\$28,363,434	\$2,564,726

The accompanying notes are an integral part of the financial statements.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
STATEMENT OF INCOME AND ANALYSIS OF SURPLUS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

	1987	1986 As restated (Note A)	Increase (Decrease)	Ratio 1987 1986
<u>Operating Income:</u>				
400 <u>Operating Revenues</u> (Schedule B-1)	\$43,581,015	\$38,565,541	\$ 5,015,474	100.00%
<u>Operating Expenses:</u>				
401 <u>Operating expenses</u>	41,332,370	35,942,582	5,389,788	94.84
402 <u>Maintenance expenses</u>	503,024	545,010	(41,986)	1.15
403 <u>Depreciation</u>	653,464	1,122,090	36,278	1.51
<u>Total Operating Expenses</u>	42,488,858	37,609,682	5,384,080	97.50
<u>Total Operating Income</u>	1,092,157	955,859	(368,606)	2.50%
<u>Other Income:</u>				
415 <u>Income from merchandising, jobbing and contract work</u>	56,070	66,678	(10,608)	
419 <u>Interest income</u>	428,078	364,851	63,227	
450 <u>Forfeited discounts</u>	600,932	557,946	42,984	
<u>Total Other Income</u>	1,085,080	989,477	95,603	
<u>Total Income</u>	2,177,237	1,945,336	(273,003)	
<u>Miscellaneous Income Deductions:</u>				
426 <u>Other income deductions</u> (Note A, C and E)	537,719	-0-	32,815	
427 <u>Interest on bonds</u>	31,864	39,356	(7,492)	
<u>Total Miscellaneous Income Deductions</u>	569,583	39,356	25,323	
<u>Net Income</u>	\$ 1,607,654	\$ 1,905,980	\$ (298,326)	
<u>Earned Surplus:</u>				
208 <u>Unappropriated earned surplus</u> (at beginning of period)	\$19,188,471	\$18,264,836	\$ 923,635	
433 <u>Balance transferred from income</u>	1,607,654	1,905,980	(298,326)	
434 <u>Miscellaneous credits to surplus</u> (Note G)	820,057	413,373	406,684	
<u>Total Credits</u>	21,616,182	20,584,189	1,031,993	
<u>Deductions from Earned Surplus:</u>				
435 <u>Miscellaneous debits to surplus</u> (Note H)	500,000	-0-	500,000	
436 <u>Appropriations of surplus</u> (Note I)	1,422,208	1,395,718	26,490	
<u>Total Deductions from Earned Surplus</u>	1,922,208	1,395,718	526,490	
208 <u>Unappropriated Earned Surplus</u> (at end of period)	\$19,693,974	\$19,188,471	\$ 505,503	

The accompanying notes are an integral part of the financial statements.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

	<u>Net Revenue</u>		
	<u>1987</u>	<u>1986</u> <u>As restated</u> <u>(Note A)</u>	<u>Increase</u> <u>(Decrease)</u>
<u>Sales of Electricity:</u>			
440 Residential sales	\$13,818,104	\$12,119,948	\$ 1,698,156
442 Commercial and industrial sales	28,124,531	24,936,161	3,188,370
442 Private street lighting	66,184	58,380	7,804
<u>Total Private Consumers</u>	<u>42,008,819</u>	<u>37,114,489</u>	<u>4,894,330</u>
<u>444 Municipal Sales:</u>			
Street lighting	375,319	370,438	4,881
Municipal buildings	1,146,454	1,030,981	115,473
<u>Total Municipal Consumers</u>	<u>1,521,773</u>	<u>1,401,419</u>	<u>120,354</u>
<u>447 Sales For Resale</u>	<u>50,423</u>	<u>49,633</u>	<u>790</u>
<u>Total Operating Revenue</u> <u>(To Exhibit B)</u>	<u>\$43,581,015</u>	<u>\$38,565,541</u>	<u>\$ 5,015,474</u>

The accompanying notes are an integral part of the financial statements.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
STATEMENT OF CHANGES IN FINANCIAL POSITION
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

	<u>1987</u>	1986 <u>As restated</u> <u>(Note A)</u>
<u>Source of Funds:</u>		
Net income (Exhibit B)	\$1,607,654	\$1,905,980
Charges to income not affecting working capital:		
Depreciation	806,578	757,358
Increase in reserve for uncollectible accounts	-0-	85,532
Increase in contribution in aid of construction	33,943	16,204
Increase in customers advances for construction	315,499	229,265
Increase in miscellaneous operating reserves	1,225,134	-0-
Increase in appropriation for bond redemption	130,000	130,000
Decrease in depreciation fund	1,142,290	-0-
Decrease in investments	13,569	-0-
Miscellaneous credits to surplus (Note G)	820,057	413,373
<u>Total Source of Funds</u>	<u>6,094,724</u>	<u>3,537,712</u>
<u>Use of Funds:</u>		
Net additions to electric utility plant	1,716,518	1,754,815
Decrease in long-term debt	135,164	164,072
Appropriation of surplus (Note I)	1,422,208	1,395,718
Increase in depreciation fund	-0-	69,159
Decrease in reserve for uncollectible accounts	16,237	-0-
Decrease in miscellaneous operating reserves	-0-	98,457
Decrease in other deferred credits	376,301	199,424
Miscellaneous debits to surplus (Note H)	500,000	-0-
<u>Total Use of Funds</u>	<u>4,166,428</u>	<u>3,681,645</u>
<u>Net Increase (Decrease) in Working Capital</u>	<u>\$1,928,296</u>	<u>\$ (143,933)</u>

The accompanying notes are an integral part of the financial statements.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
STATEMENT OF CHANGES IN FINANCIAL POSITION
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Changes in Components of Working Capital

	<u>1987</u>	1986 <u>As restated</u> <u>(Note A)</u>
<u>Increase (Decrease) in Current Assets</u>		
Operating cash	\$ 526,467	\$ 368,460
Petty cash	-0	1,000
Customer deposits	54,163	83,513
Customer accounts receivable	982,828	(1,024,073)
Other accounts receivable	(10,335)	(8,614)
Materials and supplies	(4,109)	69,294
Stores expense	1,375	(6,579)
Prepayments	<u>755,352</u>	<u>381,009</u>
<u>Total Increase (Decrease) in Current Assets</u>	<u>2,305,741</u>	<u>(135,990)</u>
<u>Increase (Decrease) in Current Liabilities</u>		
Accounts payable	314,796	(63,257)
Customer deposits	54,163	83,513
Interest accrued	(2,661)	(15,856)
Obligations under capital lease	<u>11,147</u>	<u>3,543</u>
<u>Total Increase in Current Liabilities</u>	<u>377,445</u>	<u>7,943</u>
<u>Total Increase (Decrease) in Working Capital</u>	<u>\$ 1,928,296</u>	<u>\$ (143,933)</u>

The accompanying notes are an integral part of the financial statements

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note A. Summary of Significant Accounting Policies:

Method of Presentation

The Department is subject to regulation by the Massachusetts Department of Public Utilities (DPU). Pursuant to State Laws, rates must be set such that earnings attributable to electric operations less bond principal payments do not exceed 8% of the cost of utility plant. The Department's accounting policies conform with generally accepted accounting principles, as applied in the case of regulated public utilities.

Depreciation

Depreciation by statute is computed at a rate of 3% of cost of utility plant in use as of the beginning of the year during which the depreciation is accrued. A greater amount may be accrued upon receiving approval from the Department of Public Utilities (DPU). In 1986 the Department requested a 5% rate. The DPU had not yet acted upon this request by the time the financial statements were issued; therefore, for 1986 depreciation was computed at a rate of 3%. The Department, upon advise of council, had established a reserve fund to accrue the additional 2% of depreciation which the Department had requested but which the DPU had not yet acted upon and charged other income deductions for the same amount (\$504,904). It was determined by the DPU during 1987 that the Department's depreciation rate for 1986 should be 5%, so the appropriate adjustments were recorded and the 1986 financial statements have been restated to reflect this change. For 1987, the Department has requested a 5% rate which the DPU has not yet acted upon and so the Department has established a reserve fund to accrue the additional 2% of depreciation and charged other income deductions for the same amount (\$537,719). The Department has set aside this reserve in an interest bearing account which currently resulted in a deficit balance in the depreciation fund. If it is determined by the DPU that the Department's depreciation rate for 1987 should be at 5% this reserve will be transferred to the depreciation fund to cover the deficit balance, and if it is not approved, the deficit will be reimbursed from operating cash. (Note C and E)

Note B. Investment in Associated Companies

Under agreement with the Massachusetts Municipal Wholesale Electric Company (MMWEC), the Department has advanced funds to MMWEC for long-term working capital purposes.

	<u>1987</u>	<u>1986</u>
<u>Total</u>	<u>\$ -0-</u>	<u>\$13,569</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1986 AND 1985

Note C. Cash

At December 31, current cash funds are available for Department use as follows:

	<u>1987</u>	<u>1986</u>
Funds reserved for operations	\$ -0-	\$ -0-
Funds reserved for construction expenditures	132,287	254,023
Funds reserved for liability to customers in connection with fuel cost billings to customers in excess of fuel costs (Note E)	69,700	478,816
Funds reserved for payment of unbilled Nuclear Mix One bond interest liability	1,222,500	-0-
Funds reserved for payment of bonds	44,066	46,458
Funds reserved for payment of purchased power obligations under power sales agreements with the Massachusetts Municipal Wholesale Electric Company (MMWEC)	1,554,886	1,428,797
Funds reserved to defer future customer rate increases	1,228,035	1,588,394
Funds reserved for effect of uncollectible accounts	415,330	409,627
Funds reserved for rebates to customers, payment of certain accrued purchased power costs, other operating expenses and a potential liability for certain power transmission charges	1,035,998	1,546,245
Funds reserved for sick leave benefits	127,772	125,138
Funds reserved for increase in depreciation from 3% to 5% (Note A)	537,719	-0-
Funds reserved for the payment of insurance premiums	441,419	405,747
<u>Total Cash</u>	<u>\$6,809,712</u>	<u>\$ 6,283,245</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note D. Long-Term Debt:

	<u>1987</u>	<u>1986</u>
<u>Bonds Payable:</u>		
Bonds issued November 15, 1970 bearing an interest rate of 6.0% per annum are payable in annual installments of \$30,000 plus interest and are due November 15, 1990	\$ 90,000	\$120,000
Bond issued August 1, 1979 bearing an interest rate of 5.2% per annum are payable in annual installments of \$100,000 plus interest and are due August 1, 1989	<u>200,000</u>	<u>300,000</u>
<u>Total Bonds Payable</u>	290,000	420,000
Less: Current installments of bonds payable	<u>130,000</u>	<u>130,000</u>
<u>Total Long-Term Bonds Payable</u>	<u>\$160,000</u>	<u>290,000</u>

The future payments required on the long-term debt are as follows:

<u>Fiscal year</u>	<u>6.0%</u>	<u>5.2%</u>
1988	\$ 30,000	\$100,000
1989	30,000	100,000
1990	<u>30,000</u>	<u>-0-</u>
<u>Total</u>	<u>\$ 90,000</u>	<u>\$200,000</u>

Capital Leases:

The Department entered into capital leases to finance the purchase of computer equipment costing \$170,358 in 1986 and a new phone system costing \$44,157 in 1987.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note D. Long-Term Debt: (continued)

Capital Leases: (continued)

The following is a schedule by years of future minimum lease payments together with the present value of the net minimum lease payments as of December 31, 1987 and 1986:

	<u>1987</u>	<u>1986</u>
1987	\$ -0-	\$ 43,076
1988	54,310	43,076
1989	54,310	43,076
1990	11,234	-0-
1991	11,234	-0-
1992	4,680	-0-
	<hr/>	<hr/>
Net minimum lease payments	135,768	129,228
Less: amount representing interest	<u>(16,942)</u>	<u>(16,385)</u>
Present value of net minimum lease payments	118,826	112,843
Less: current portion	<u>(45,219)</u>	<u>(34,072)</u>
Total long-term payments under capital lease	<u>\$ 73,607</u>	<u>\$ 78,771</u>

Note E. Other Deferred Credits

	<u>1987</u>	1986 As restated (Note A)
Other deferred credits consist of the following:	<u>1987</u>	
Fuel cost billings to customers in excess of fuel costs (Note C)	\$ 69,700	\$ 478,816
Depreciation reserve for 2% pending authorization from DPU (Note A and C)	<u>537,719</u>	<u>-0-</u>
	<u>\$ 607,419</u>	<u>\$ 478,816</u>

Note F. Miscellaneous Operating Reserves

	<u>1987</u>	<u>1986</u>
Provision for accrued sick liability	\$ 127,772	\$ 125,138
Provision for dispute of electric bills rendered to Danis Reading Realty Trust	28,000	28,000
Provision for unbilled Nuclear Mix One prefunded bond interest	<u>1,222,500</u>	<u>-0-</u>
<u>Total</u>	<u>\$1,378,272</u>	<u>\$ 153,138</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note G. Miscellaneous Credits to Surplus

Miscellaneous credits to surplus for 1987 and 1986 consist of the following:

	<u>1987</u>	<u>1986</u>
Excess funds refund (Note L)	\$ 820,057	\$ 413,373
<u>Total</u>	<u>\$ 820,057</u>	<u>\$ 413,373</u>

Note H. Miscellaneous Debits to Surplus:

In 1987, the Department refunded \$992,500 to customers of which \$500,000 was a return of surplus from the rate stabilization fund previously established for this purpose.

Note I. Appropriations of Surplus:

Appropriations of surplus consist of the following:

	<u>1987</u>	<u>1986</u>
Payments on bond principal	\$ 130,000	\$ 130,000
Transfers to the Town of Reading, Massachusetts for payment in lieu of taxes as authorized by the Town of Reading-Municipal Light Board	1,250,000	1,250,000
Loss on disposal of Electric Utility Plant	<u>42,208</u>	<u>15,718</u>
<u>Total</u>	<u>\$1,422,208</u>	<u>\$1,395,718</u>

Note J. Employees Pension:

The employees of the Municipal Light Department participate in the Town of Reading Contributory Retirement System as adopted under Chapter 32 of the General Laws of the Commonwealth of Massachusetts.

Each year the Municipal Light Board is assessed by the Town for its portion of the total annual appropriation for the pension fund, which payments are made from the Town of Reading - Municipal Light Department Employees' Retirement Trust, a trust established by the Municipal Light Board for the purpose of funding currently, from the Department's operating and maintenance account, the annual contributions required by the Reading Contributory Retirement System.

Contributions to the Retirement Trust are based on actuarial valuations using an aggregate cost method in which all plan liabilities are funded by normal cost payments and under which method there is no separate stated liability for past service costs.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note J. Employees Pension (continued):

Payments to the Trust by the Department amounted to \$369,120 in 1987 and \$513,528 in 1986.

Note K. Power Sales Agreements:

The Light Department of the Town of Reading (the "Department") is a participant in certain Projects of the Massachusetts Municipal Wholesale Electric Company ("MMWEC"), a public corporation of the Commonwealth of Massachusetts.

MMWEC is a coordinating and planning agency for the development of the bulk power supply requirements of its members and Project Participants. MMWEC is authorized to purchase ownership interests in, and to issue revenue bonds to finance, generating units ("Projects"). MMWEC sells the capability of each of its Projects to its members and other utilities (Project Participants) under Power Sales Agreements. The Power Sales Agreement for each Project requires each Project Participant to pay its share of MMWEC's costs related to the Project which includes debt service on bonds issued by MMWEC to finance the Project, plus 10% of debt service to be paid into a Reserve and Contingency Fund. In addition, MMWEC has entered into long-term take or pay power purchase contracts for which it has corresponding resale agreements with certain of its members and other utilities. The Project and power purchase contract amounts are payable from each participant's electric system revenue and are required to be made whether or not the Project is completed, the unit is operating and notwithstanding the suspension or interruption of output of the unit.

A substantial portion of MMWEC's construction program is its 11.59% ownership interest in the Seabrook project being constructed by New Hampshire Yankee (NH Yankee), currently a division of Public Service Company of New Hampshire (PSNH). NH Yankee, upon receipt of regulatory approval, is to be established as a separate entity to construct and operate the Seabrook station on behalf of the joint owners. Seabrook unit No. 1 construction has essentially been completed. Seabrook joint owners have authorized NH Yankee to sell salvagable components and equipment from Seabrook Unit No. 2 and to return the construction permit for Unit No. 2 to the Nuclear Regulatory Commission.

The Seabrook nuclear station has experienced persistent and substantial cost increases and significant schedule delays, has been the source of continuing controversy and opposition from government officials, regulators, intervenors and others and has created financial problems for many of its joint owners, including MMWEC. Although problems relating to the Seabrook Unit No. 1 construction schedule, with the exception of emergency response plans, have been overcome and the unit is now essentially complete, significant problems and uncertainties relating to Seabrook's commercial operation remain.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note K. Power Sales Agreements, (continued):

PSNH has been experiencing substantial difficulty in sustaining its financial obligations for its 35.6% share of the project as a result of the continued delay in commercial operation of the Seabrook Unit 1 and in its inability to secure cost recovery prior to commercial operation.

In late 1987, PSNH filed to obtain emergency rate relief that would improve its present financial condition. The \$71 million request brought before New Hampshire's regulatory commission was viewed as a necessary measure if PSNH was to avoid bankruptcy proceedings. PSNH was also seeking debtholders' and regulatory approvals to implement a complex financial restructuring package, the ultimate purpose of which was to substantially reduce current interest costs. In addition, PSNH challenged the constitutionality of New Hampshire's anti-CWIP law which prohibited PSNH from charging customers for construction projects that are not yet in operation. On January 26, 1988, the New Hampshire Supreme Court unanimously upheld the state's anti-CWIP law that prohibits PSNH from getting rate increases for Seabrook related costs until the plant begins commercial operation. This decision effectively bars approval by the New Hampshire Public Utilities Commission of PSNH's emergency rate relief request. In addition, PSNH did not make certain interest payments in October 1987, and at various subsequent periods. Several holders and Trustees for holders of certain debt securities have initiated actions against PSNH for the payment of principal and accrued and past-due interest on their securities subsequent to PSNH's cessation of interest payments. PSNH believes that these actions are not in the best interest of the debtholders and will make it more difficult for PSNH to arrange a restructuring plan to the best advantage of all its securities holders. On January 28, 1988, PSNH filed for protection from its creditors under Chapter 11 of the federal Bankruptcy Act. The financial difficulties of PSNH could have a detrimental effect on the start-up of Seabrook Unit 1 or could otherwise adversely affect this project.

Seabrook Unit No. 1 has received an operating license from the Nuclear Regulatory Commission (NRC). The operating license is subject to conditions which do not permit commercial operation until emergency response plans are approved by federal authorities.

On March 25, 1987, the NRC's Atomic Safety and Licensing Board (ASLB), dealing with emergency planning and safety issues, recommended issuance of a license for low power (5%) testing. That decision has been appealed. The issuance of a low power license has been stayed by the full NRC, which ruled on April 9, 1987 that emergency response plans must be filed before such license may be issued. On October 27, 1987, the NRC issued a rule change that allows owners of completed nuclear plants to obtain an operating license upon NRC approval of Utility-sponsored emergency evacuation plans in cases where states or localities have refused to participate in formulating such plans.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note K. Power Sales Agreements, (continued):

As a result of this ruling, NH Yankee will seek to secure a low-power and then a full-power operating license from the NRC upon approval of emergency response plans, which have been submitted. On November 25, 1987, the NRC voted to drop its opposition to granting Seabrook a low-power license because of earlier concerns about its emergency evacuation plans. The NRC action does not immediately authorize Seabrook to begin testing at 5% power. Before Seabrook can start up, licensing boards at the NRC must resolve technical issues involving the steam generation and cooling systems. The NRC predicts it will be weeks before a license to perform tests can be granted. Opposition to allowing Seabrook to in any way irradiate the reactor unit remains active and strong. In view of the active opposition to the Seabrook project by various Massachusetts officials including the Governor, there can be no assurance as to whether or when Seabrook Unit No. 1 will become operational.

Other events have occurred affecting MMWEC and the Seabrook project in general. Such events include legal challenges by certain Project Participants and others of the validity of their Power Sales Agreements with MMWEC and unfavorable decisions and orders by regulatory bodies in Maine, Vermont and Massachusetts such as disallowance of recovery of some Seabrook project costs, disengagement from or disposal of respective shares of the Seabrook project and strict limitations on future Seabrook financing. On November 29, 1986, a Vermont Superior Court judge ruled that the Power Sales Agreements for Project No. 6 between MMWEC and several consumer-owned utilities in Vermont are valid under Vermont law. The ruling rejects contentions by the Vermont Department of Public Service, Vermont Electric Cooperative and the Village of Stowe Water and Light Department that the contracts were invalid and therefore not binding agreements. The plaintiffs have appealed this judgment to the Vermont Supreme Court, which heard arguments on April 21, 1987; a decision of the court is awaited.

In January 1986 the Hull Municipal Lighting Plant filed suit against MMWEC seeking a declaration that its Power Sales Agreements for Nuclear Mix No. 1, Nuclear Projects Nos. 4 and 5 and Project No. 6 relating to Seabrook were invalid, an injunction against MMWEC collecting any amounts from Hull under the agreements and monetary damages. The suit challenges the validity of these Power Sales Agreements on various grounds and alleges, among other things, various misrepresentations, breaches and imprudencies by MMWEC. On March 5, 1986 the Massachusetts Superior court granted MMWEC's motions to stay the legal proceedings and compel arbitration of the suit and for a preliminary injunction requiring Hull to pay its share of monthly power costs as required by the Power Sales Agreements. On March 21, 1986, a single justice of the Massachusetts Appeals Court denied Hull's petition for relief from the orders of the Superior Court, and the matter went to arbitration.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note K. Power Sales Agreements, (continued):

On April 15, 1987, the Massachusetts Supreme Judicial Court upheld the order requiring Hull to continue making payments pending the outcome of the arbitration. In August, 1987, the arbitrator ruled that the contracts signed by its light board with MMWEC were valid. The arbitrator has yet to rule on the other alleged breaches, imprudencies and misrepresentations claimed against MMWEC by Hull. After withholding payments, Hull is currently making payments under protest in accordance with the court order.

In January 1985 certain residents of the Town of Groton brought suit against the Town of Groton Municipal Light Department, the Town of Groton and MMWEC, challenging the validity of the Nuclear Mix No. 1, Nuclear Projects Nos. 3, 4, and 5 and Project No. 6 Power Sales Agreements. On February 4, 1987, the Massachusetts Superior Court granted the defendants' motions for summary judgement and upheld the validity of Groton's Power Sales Agreements with MMWEC. The decision has been appealed to the Massachusetts Supreme Judicial Court by the plaintiffs.

Vermont Electric Cooperative (VEC), with a direct 0.41% ownership share in the Seabrook project, ceased making Seabrook construction payments in January, 1986. Advance payments have been made by other joint owners to cover the shortfall.

In addition to being a 0.41% direct joint owner in the Seabrook project, VEC is also involved through its 7.2% interest in MMWEC's Project No. 6 and has failed to make its monthly payments to MMWEC since February 1986. VEC's share of the Project No. 6 costs is continuing to be paid with other available project funds.

On August 31, 1987, Eastern Maine Electric Cooperative (EMEC), a 3.6% participant in MMWEC's Project No. 6, filed for protection under Chapter 11 of the Federal Bankruptcy Code. In its petition, EMEC is asking the court to reject its contract with MMWEC. On September 2, 1987, the MMWEC Board of Directors voted to vigorously oppose rejection of the contract in bankruptcy proceedings. EMEC noted that it cannot continue to make payments under the Power Sales Agreement with MMWEC and remain viable without some significant form of relief. EMEC has not made such payment since May, 1987. EMEC's share of the Project No. 6 costs is continuing to be paid with other available project funds.

In September 1986, MMWEC replaced \$120 million of 364-day Revenue Bond Anticipation Notes (BANs) due October 17, 1986 with \$110 million of 364-day BANs at an average annual interest rate of 14.08% to fund MMWEC's share of Seabrook construction costs for its Nuclear Project No. 4 and Project No. 6, to fund interest on the BANs and to fund a portion of the 1986 and 1987 interest on Project No. 6 outstanding

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note K. Power Sales Agreements, (continued):

debt. The BANs were issued to bridge a financing gap until regulatory approval of a long-term financing plan could be obtained. MMWEC contemplated paying the BANs from the proceeds of long-term Revenue Bonds (Bonds). A request for long-term financing authority to extinguish the BANs was filed in February 1986 and on January 14, 1987, the DPU authorized long-term financing up to MMWEC's requested amount of \$164,500,000. Utilizing this new authorization along with previously unused ones, MMWEC issued \$337,660,000 of 1987 Series A and B Bonds on July 1, 1987. According to the Internal Revenue Code of 1986, certain of these Bonds required approval of the Governor of Massachusetts to be issued on a tax-exempt basis. On June 1, 1987, the Governor denied MMWEC's request for such approval; therefore, the 1987 Series B Bonds for Project No. 6 are taxable bonds. The financing includes \$198,260,000 in tax-exempt Series A Bonds and \$139,400,000 of taxable Series B Bonds. The taxable bonds carry an effective interest rate of 11.91%. The tax-exempt portion includes \$163,060,000 that will be used to refund outstanding, high interest Bonds issued for Projects Nos. 3, 4, and 5. The balance of the Bond issue of \$174,600,000 is for Nuclear Project No. 4 and Project No. 6. Proceeds from this portion of the issue were used primarily to retire the \$110,000,000 of outstanding BANs. The bulk of the remaining proceeds will be used to fund a portion of the interest costs on MMWEC's outstanding Seabrook debt, enabling MMWEC to continue its phase-in of Seabrook project costs. Under the phase-in, the portion of interest costs funded by MMWEC is gradually decreasing, while the portion billed to the Project Participants is gradually increasing.

MMWEC is currently developing a financing proposal for its Nuclear Projects Nos. 4 and 5 and Project No. 6 which is planned to be submitted to the Massachusetts DPU in the first quarter of 1988. The request for financing authorization is expected to be up to \$85 million and is intended to be used to fund construction costs through a commercial operation date, used for financial contingency planning purposes, of Seabrook Unit 1 of November 1990 along with funding of certain interest costs on these Projects. Development of the financing request is in its earliest stage; therefore, estimates of annual costs relative to it are not available.

As of December 31, 1987 the total estimated construction cost of MMWEC's Projects under construction was \$932,695,000 of which the amount associated with the Department's Power Sales Agreements was \$50,868,000. Total construction expenditures amounted to \$837,151,000 of which \$45,331,000 represented the amount attributable to the Department. It is estimated that \$985,674,000 principal amount of debt obligations will need to be issued by MMWEC to finance the Projects in its construction program, of which \$56,548,000 is attributable to the Department. Debt issued and outstanding included Power Supply System

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note K. Power Sales Agreements, (continued):

Revenue Bonds totaling \$981,258,000 of which \$55,916,000 is attributable to the Power Sales Agreements of the Department. On bonds which have been issued, the debt service requirement through the year 2018 is \$3,112,104,000 of which \$139,934,000 is attributable to the Department.

In addition, MMWEC has expended \$390,772,000 and \$489,882,000 of bonds are outstanding for Projects in operation, with total debt service of \$1,140,360,000. The Department's portion of the expenditures, bonds issued and debt service on these Projects is \$48,285,000, \$56,447,000 and \$121,289,000, respectively.

The Light Department of the Town of Reading has entered into power purchase contracts or Project Power Sales Agreements with MMWEC. Under the above agreements the Department is required to make capacity and/or debt service payments to MMWEC. The aggregate amount of such required payments on bonds outstanding and significant power purchase contracts through MMWEC at December 31, 1987 is shown below.

	<u>Annual Cost</u>
For years ended December 31, 1988	\$ 11,907,000
1989	8,529,000
1990	10,260,000
1991	10,243,000
1992	10,273,000
Later fiscal years	<u>213,595,000</u>
Total	<u>\$264,807,000</u>

In addition the Department is required to pay its share of the operation and maintenance costs of the units. The Departments total payments under the agreements were \$5,729,000 for the year ended December 31, 1986 and \$6,889,000 for the year ended December 31, 1987.

Note L. Refund of Excess Project Funds:

The Department received from Massachusetts Municipal Wholesale Electric Company, MMWEC, excess project funds in the amount of \$820,057 in 1987 and \$413,373 in 1986 as a result of its participation in certain MMWEC power sales agreements. The excess funds came about due to an improvement in the government securities markets and because no significant expenditures were made from the projects' funds. (Note G)

Note M. Loss and Gain Contingencies:

The Department is involved in a dispute by a commercial ratepayer regarding electrical bills amounting to \$44,887 of which \$28,000 has been reserved in escrow until the dispute is settled.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SUPPLEMENTARY REPORT - TOTAL ELECTRIC UTILITY PLANT
AT DECEMBER 31, 1987

	Cost 1-1-87	Net Cost Property Added 1987	Net Cost Property Disposed of 1987	Cost 12-31-87	Accrued Depreciation 1-1-87 (Note A)	Depreciation 1987	Reversed Depreciation 1987	Accrued Depreciation 12-31-87	Book Value 12-31-87
<u>Electric Transmission Plant:</u>									
351 Clearing land & rights of way	\$ 25,016	\$ -0-	\$ -0-	\$ 25,016	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ 25,016
352 Structures & improvements	597,718			597,718	274,594	17,931		292,525	305,193
353 Station equipment	1,302,821			1,302,821	577,730	39,085		616,815	686,006
354 Towers and fixtures	79,248			79,248	44,919	2,377		47,296	31,952
355 Poles and fixtures	98,943	187		99,130	49,412	2,968		52,380	46,750
356 Overhead conductors and devices	36,604			36,604	6,655	1,098		7,753	28,851
357 Underground conduits	23,205	239		23,444	22,774	670		23,444	-0-
358 Underground conductors and devices	15,488			15,488	2,642	465		3,107	12,381
<u>Total Electric Transmission Plant</u>	<u>2,179,043</u>	<u>426</u>	<u>-0-</u>	<u>2,179,469</u>	<u>978,726</u>	<u>64,594</u>	<u>-0-</u>	<u>1,043,320</u>	<u>1,136,149</u>
<u>Electric Distribution Plant:</u>									
360 Land & land rights	235,586	1,164		236,750	-0-	-0-		-0-	236,750
361 Structures & improvements	850,312	168		850,480	356,010	25,509		381,519	468,961
362 Station and equipment	3,725,409	14,898		3,740,307	1,786,510	111,762		1,898,272	1,842,035
363 Storage battery equipment	6,800	-0-		6,800	4,110	204		4,314	2,486
364 Poles, towers & fixtures	3,266,609	339,507	8,774	3,597,342	1,590,232	57,286	8,774	1,638,744	1,958,598
365 Overhead conductors & devices	3,656,615	351,614	22,434	3,985,795	1,375,300	64,453	22,434	1,417,319	2,568,476
366 Underground conduits	1,893,242	169,492	36	2,062,698	713,923	37,891	36	751,778	1,310,920
367 Underground conductors & devices	2,111,384	126,689	28,375	2,209,698	1,231,123	63,342	28,375	1,266,090	943,608
368 Line transformers	2,906,315	493,880	7,239	3,392,956	1,073,035	87,190	2,239	1,152,986	2,239,970
369 Services	1,385,652	183,950	18,108	1,551,494	691,380	41,570	18,108	714,842	836,652
370 Meters	1,515,780	121,317	93,079	1,544,018	758,304	45,473	93,079	710,698	833,320
373 Street lighting & signal systems	1,023,076	73,887	9,478	1,087,485	572,071	30,692	9,478	593,285	494,200
<u>Total Electric Distribution Plant</u>	<u>22,576,780</u>	<u>1,876,566</u>	<u>187,523</u>	<u>24,265,823</u>	<u>10,151,998</u>	<u>565,372</u>	<u>182,523</u>	<u>10,529,847</u>	<u>13,735,976</u>
<u>Totals To Be Forwarded</u>	<u>\$24,755,823</u>	<u>\$1,876,992</u>	<u>\$ 187,523</u>	<u>\$26,445,292</u>	<u>\$11,130,724</u>	<u>\$ 629,966</u>	<u>\$ 182,523</u>	<u>\$11,573,167</u>	<u>\$14,872,125</u>

See Auditor's Opinion

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SUPPLEMENTARY REPORT - TOTAL ELECTRIC UTILITY PLANT
AT DECEMBER 31, 1987

	Cost 1-1-87	Net Cost Property Added 1987	Net Cost Property Disposed of 1987	Cost 12-31-87	Accrued Depreciation 1-1-87 As restated (Note A)	Depreciation 1987	Reversed Depreciation 1987	Accrued Depreciation 12-31-87	Book Value 12-31-87
Totals Brought Forward	\$24,755,823	\$1,876,992	\$ 187,523	\$26,445,292	\$11,130,724	\$ 629,966	\$ 187,523	\$11,573,167	\$14,872,125
Electric General Plant:									
389 Land & land rights	12,726	-0-	-0-	12,726	-0-	-0-	-0-	-0-	12,726
390 Structures & improvements	604,975	26,650		631,625	350,425	18,149		368,574	263,051
391 Office furniture & equipment	513,086	70,546	205,931	377,701	262,438	57,941	205,931	114,447	263,254
392 Transportation equipment	787,150	131,686	14,757	904,079	543,566	69,536	14,757	598,345	305,734
393 Stores equipment	784	-0-		784	661	8		668	116
394 Tools, shop & garage equipment	308,491	28,445		336,936	173,439	17,836		191,275	145,661
395 Laboratory equipment	91,125	-0-		91,125	51,490	3,800		55,290	35,835
397 Communications equipment	65,771	85,791		151,562	27,140	9,308		36,447	115,115
398 Miscellaneous equipment	19,344	1,309		20,653	19,034	34		19,069	1,584
Total Electric General Plant	2,403,452	344,427	220,688	2,527,191	1,428,191	176,612	220,688	1,384,115	1,143,076
Total Utility Plant	\$27,159,275	\$2,221,419	\$ 408,211	\$28,972,483	\$12,558,915	\$ 806,578	\$ 408,211	\$12,957,282	\$16,015,201

See Auditor's Opinion

TOWN OF READING
MUNICIPAL LIGHT DEPARTMENT
EMPLOYEES' RETIREMENT TRUST
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FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Auditor's Opinion

Exhibit A - Balance Sheet

Schedule A-1 - Schedule of Term Certificates

Schedule A-2 - Schedule of Investments

Exhibit B - Statement of Changes in Financial Position

Notes to the Financial Statements

MOILANEN & NELSON, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

45 Junction Square Drive, PO Box B, Concord, MA 01742-0902
617-369-4830

Ronald E. Moilanen, CPA, MST
Richard G. Nelson, CPA, MST

February 12, 1988

Trustees of the Town of Reading
Municipal Light Department
Employees' Retirement Trust
25 Haven Street
Reading, MA 01867

We have examined the balance sheet of the Town of Reading, Massachusetts - Municipal Light Department Employees' Retirement Trust - as of December 31, 1987 and 1986, and the related statement of changes in financial position for the years then ended. Our examination was made in accordance with generally accepted auditing standards, and included such other tests and auditing procedures, as we considered necessary in the circumstances.

In our opinion, the accompanying balance sheet and the related statement of changes in financial position present fairly the financial position of the Town of Reading, Massachusetts - Municipal Light Department Employee's Retirement Trust - as of December 31, 1987 and 1986, and the changes in its financial position for the years then ended in conformity with generally accepted accounting principles applied on a consistent basis.

MOILANEN & NELSON, P. C.



Richard G. Nelson, CPA

RGN:sc

TOWN OF READING
MUNICIPAL LIGHT DEPARTMENT
EMPLOYEES' RETIREMENT TRUST
BALANCE SHEET
AS OF DECEMBER 31, 1987 AND 1986

ASSETS

	<u>1987</u>	<u>1986</u>
<u>Cash (Schedule A-1)</u>	\$2,594,091	\$1,241,692
<u>Investments (Schedule A-2)</u>	3,769,633	4,805,093
<u>Accrued interest receivable</u>	192,990	122,376
<u>Contribution receivable</u>	<u>-0-</u>	<u>66,324</u>
<u>Total Assets</u>	<u>\$6,556,714</u>	<u>\$6,235,485</u>

CORPUS

	<u>1987</u>	<u>1986</u>
<u>Total Reserves Held for the Payment of Benefits</u>	<u>\$6,556,714</u>	<u>\$6,235,485</u>

The accompanying notes are an integral part of the financial statements

TOWN OF READING
MUNICIPAL LIGHT DEPARTMENT
EMPLOYEES' RETIREMENT TRUST
SCHEDULE OF TERM CERTIFICATES
AS OF DECEMBER 31, 1987 AND 1986

Cash

<u>Certificate Number</u>	<u>Annual Rate Of Interest</u>	<u>Maturity Date</u>	<u>1987</u>	<u>1986</u>
South Boston Savings Bank 1-9-000867	9.50%	Demand Deposit	\$1,369,091	\$ 841,692
South Boston Savings Bank 1-18-12486	9.75%	Time Deposit	400,000	400,000
South Boston Savings Bank 1-19-9414	7.25%	Time Deposit	325,000	-0-
South Boston Savings Bank	8.35%	Time Deposit	400,000	-0-
South Boston Savings Bank	8.75%	Time Deposit	<u>100,000</u>	<u>-0-</u>
<u>Total Cash (To Exhibit A)</u>			<u>\$2,594,091</u>	<u>\$1,241,692</u>

The accompanying notes are an integral part of the financial statements

TOWN OF READING
MUNICIPAL LIGHT DEPARTMENT
EMPLOYEES' RETIREMENT TRUST
SCHEDULE OF INVESTMENTS
AS OF DECEMBER 31, 1987 AND 1986

	<u>1987</u>	<u>1986</u>
<u>Investments (at fair market value)</u>		
Federal National Mortgage Association Bonds (Amortized cost of \$200,000 in 1987 and \$925,000 in 1986)	\$ 202,688	\$ 939,211
Government National Mortgage Association Bonds (Amortized cost of \$244,891 in 1987 and \$279,229 in 1986)	229,320	287,866
United States Treasury Bonds (Amortized cost of \$2,594,009 in 1987 and \$2,593,682 in 1986)	2,863,578	3,056,578
Federal Home Loan Bank Bonds (Amortized cost of \$469,978 in 1987 and \$472,584 in 1986)	<u>474,047</u>	<u>521,438</u>
<u>Total Investments (To Exhibit A)</u>	<u>\$3,769,633</u>	<u>\$4,805,093</u>

The accompanying notes are an integral part of the financial statements

TOWN OF READING
MUNICIPAL LIGHT DEPARTMENT
STATEMENT OF CHANGES IN FINANCIAL POSITION
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

	<u>1987</u>	<u>1986</u>
<u>Additions</u>		
Contributions from Town of Reading -		
Municipal Light Department	\$ 369,120	\$ 513,528
Interest income	<u>596,092</u>	<u>524,358</u>
<u>Total</u>	965,212	1,037,886
Less: Retirement Benefits Paid	<u>370,140</u>	<u>294,155</u>
<u>Net Additions</u>	595,072	743,731
Net appreciation (depreciation) in the fair market value of investments	(273,843)	167,578
Reserves held for the payment of benefits, January 1	<u>6,235,485</u>	<u>5,324,176</u>
Reserves held for the payment of benefits, December 31	<u><u>\$ 6,556,714</u></u>	<u><u>\$ 6,235,485</u></u>

The accompanying notes are an integral part of the financial statements

TOWN OF READING
MUNICIPAL LIGHT DEPARTMENT
EMPLOYEES' RETIREMENT TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 1987 AND 1986

Note A. General

The Trust was established on December 30, 1966 by the Municipal Light Board of the Town of Reading pursuant to Chapter 164 of the General Laws of the Commonwealth of Massachusetts.

The Trust constitutes the principal instrument of a plan established by the Municipal Light Board for the purpose of funding currently and on a level basis, from the Department's operating and maintenance account, the annual contributions required by the Town of Reading Contributory Retirement System so that there shall be reflected annually on the Department's books of account the actual current liability for its employees.

Note B. Plan Contributions

Contributions to the Retirement Trust are based on independent actuarial valuations using an aggregate cost method in which all plan liabilities are funded by normal cost payments and under which method there is no separate stated liability for past service costs. An assumed rate of return of 7% in investment earnings and an assumed rate of increase of 6% in salaries, including cost of living and merit raises, are employed for both years. The average retirement ages assumed are age 60 for men and 65 for women.

The contributions from the Municipal Light Department to the Trust were \$369,120 in 1987 and \$513,528 in 1986.

Note C. Payment of Benefits

Payments made from the Trust to the Town of Reading for retirement benefits paid amounted to \$370,140 in 1987 and \$294,155 in 1986.

Public Safety





TOWN OF READING, MASSACHUSETTS 01867

67 Pleasant St., Reading, MA

ANIMAL CONTROL

Regina Benoit, A.C.O.

This year the Department of Animal Control received 956 calls. 254 complaints regarding uncontrolled dogs, 34 complaints regarding barking dogs, 17 vicious dog complaints, 18 reported dog bites and 80 wildlife complaints for a total of 398 complaint calls.

282 people wanted information. 171 people reported lost dogs and 74 people reported found dogs. 20 injured dogs were reported.

139 dogs were picked up with 84 being returned to the owner immediately, while 55 dogs were impounded. 36 of the impounded dogs were returned to the owner, 12 unclaimed dogs were placed in new homes and 2 dogs were put to sleep.

A total of 12 cats were picked up with 6 being placed in new homes and 9 being put to sleep.

There were also 2 livestock calls, the animal being removed from town by the owner after the second call.

CIVIL DEFENSE ANNUAL REPORT


1987

File Chief Leonard J. Redfern was appointed permanent Civil Defense Director on July 1, 1987. Changes in personnel and positions has resulted in the filing of a new administration plan to the Massachusetts Civil Defense Agency for approval.

Pending approval the Reading Civil Defense Agency has continued to meet its Federal and State requirements to remain eligible for Federal and State Disaster Assistance.

I would like to thank Acting Director Ted McIntire for maintaining the local agency during the transition between permanent directors and for his continued assistance and support.

Respectfully submitted,


Leonard J. Redfern
Civil Defense Director

LJR/dm

FIRE DEPARTMENT ROSTER

CHIEF

Leonard J. Redfern

DEPUTY CHIEF

Victor H. Cail

CAPTAINS

James W. Sharkey
Kenneth M. Campbell, Jr.

Donald L. Wood

LIEUTENANTS

Donald V. Jackson
John T. Mooney

William F. Campbell
Stephen A. Ballou

FIREFIGHTERS

Ronald D. Michelini
Donald L. Michelini
#George L. Turner
#Richard E. Van Horn
Wilfred E. Boudreau, Jr.
Daniel J. Doran
Peter R. Vincent
Robert F. O'Brien
Joseph T. Hindes, Jr.
Verlon M. Curtis
Thomas M. Lyle
Anthony J. Gentile
Paul D. Murphy
Alan D. McMahon
James A. Stevenson
Roger C. Quimby
Arthur H. Vars
Philip G. Dole
Robert J. Campbell

Stephen M. Shea
David C. Bishop
Gordon E. Sargent
Domenic D. Ricci
Francis P. Driscoll
Philip Boisvert
Paul D. Jackson
Matthew McSheehy
Arthur A. King, Jr.
Daniel W. Cahoon
Kevin F. Kelly
Stephen W. Lewko
Richard A. Puopolo
Peter L. Marchetti
Gregory J. Burns
Michael K. Holmes
Perry M. Raffi
David M. Roy*
Paul F. Guarino*

DISPATCHERS

Richard Monroe
John Rawcliffe

Thomas Harris
Patty LeBlanc

SECRETARY

Doris M. McNeil

MECHANIC

Wayne J. Bell

Retired

*Appointed to fill vacancy



READING FIRE DEPARTMENT

READING, MASSACHUSETTS 01867

Annual Report of the Fire Chief, Forest Warden and Superintendent of Fire Alarm

MANUAL FORCE: The authorized permanent force consists of the Chief, one Deputy Chief, 3 Captains, 4 Lieutenants, 38 Firefighters, 4 Dispatchers

APPARATUS:

Engine #1 - 1973 Maxim	Ambulance, R 1 - 1987 Ford Frontline
Engine #2 - 1979 Maxim	Ambulance, R 2 - 1982 Chevrolet
Engine #3 - 1987 Pirsch	Fire Signal Truck - 1975 International
Engine #4 - 1982 Maxim	Chief's Car - 1984 Ford
Ladder #1 - 1982 Duplex-LaFrance	Fire Preven. Car - 1975 Ford
	Pick-up Truck - 1980 Ford

SERVICE RECORD:

356 Bell Alarms, 21 of which were false and 71 accidental
274 Still and Telephone Alarms
1308 Service Calls
1085 Ambulance Runs

PERMITS ISSUED:

15 Blasting
168 Power Oil Burner
560 Home Fire Alarm Systems
13 Special Permits

671 Ambulance runs were billed.

Total fees turned over to the Town were \$71,425.00

FIRE LOSS:

Fire loss of 1987 as reported to date on property endangered (valuation \$694,900) is \$36,292. Insurance paid on losses is \$4126, uninsured loss is \$32,166.

REPORT:

After many years of discussion, debate and various committee reports, the first major steps toward the building of a new Central Fire Station have been taken. Town Meeting has approved a proposal for a new fire station to be constructed on a parcel of Town owned land on Main Street just north of Reading Square adjacent to Memorial Park. This has come as a result of a Fire facil-

ity Committee report and a survey conducted by George Paul, Fire Safety Consultants, Inc., which surveyed the Town and the department and evaluated all possible new sites. It has been recommended that the needs of the Town can best be served by one fire station rather than two and that both current stations be abandoned for use by the Fire Department.

A new diesel powered ambulance was delivered and placed into service in January and a new Pirsch pumper delivered and placed into service in June.

Garage space for all of our equipment continues to be inadequate and greatly limits options and capabilities when it comes time to order new or replacement equipment. This has been a critical problem which the construction of a new fire station will resolve.

The department has continued to make progress in fire prevention and public education programs. Progress has been slow and within the limits of our resources as new federal and state regulations continue to impact our operations and add to our responsibilities. Significant improvements were made this year in radio communications. New equipment coupled with a change from a high traffic to a single dedicated frequency has had a very positive effect on our emergency operation. Upgrading will be continuing as old and obsolete equipment is replaced and should be completed with the construction of a new station.

Our E.M.S. program under the direction of Co-ordinator Phil Dole continues to be an excellent and progressive program. Working in conjunction with the North Suburban Paramedic Unit it has provided a level of emergency care that is second to none in the area and a source of pride to the department and the Town.

Attention has been given this year to employee assistance and health with a mandatory stress management seminar and optional hepatitis B immunization for all First Responders.

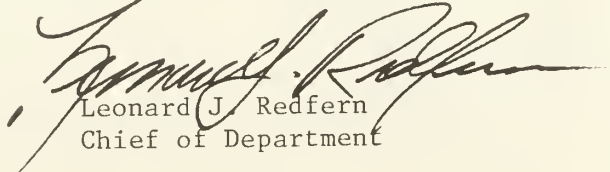
The Fire Alarm division continued its steady and excellent maintenance of the municipal system and responsibly managed further expansion. Replacement and upgrading of the fire alarm dispatch and communication facility is a critical need and will be included in the new station planning.

I would like to express the appreciation of the department to the Auxiliary Fire Service for their usual high level of volunteer service and assistance.

I would again like to thank all members of the department for their overall excellent job performance in maintaining the high standards of the fire service.

Also I would like to thank all Town Officers, Boards and Departments for their continued support and assistance.

Respectfully submitted,


Leonard J. Redfern
Chief of Department

POLICE DEPARTMENT ROSTER

CHIEF

Edward W. Marchand

LIEUTENANTS

Robert J. Silva, Executive Officer

Bruce J. Donaghey

N. Kevin Patterson

SERGEANT-DETECTIVE

William F. Keefe

SERGEANTS

Bruce F. Russell
Patrick M. O'Brien

Michael P. Cloonan
Richard W. Robbins

PATROLMAN-DETECTIVES

David E. Saunders
Dennis F. Farrell

William A. Pacunas
Robert F. Flynn

SAFETY OFFICER

Joseph R. Veno

ARMORER

William E. Arakelian

PATROL OFFICERS

Herbert G. Perry
Paul G. Peoples
Hobart E. Nelson
Peter R. O'Brien
Robert J. Moreschi
Charles J. Lentini
Mark J. O'Brien
Christopher J. Voegelin
Leone M. Sullivan
Peter C. Cummings
James P. Collins
John T. Kyle
Kevin P. Cryts

Richard L. Nelson
Walter R. Franklin
Larry E. Frederick
Peter C. Garchinsky
Richard DelRossi
James W. Cormier
Pasquale M. Iapicca
David M. Stamatis
Michael D. Saunders
David M. Richards
Anthony F. Caturello
John T. McKenna



POLICE DEPARTMENT

Reading, Massachusetts



EDWARD W. MARCHAND
CHIEF OF POLICE

Honorable Board of Selectmen
Municipal Building
Reading, Massachusetts

Members of the Board:

The Police Department consisted of forty members at the end of December, 1987: Chief, three Lieutenants, one Sergeant-Detective, four Sergeants, four Detectives, one Safety Officer, one Armorer and twenty-five Patrol Officers.

Two Officers were appointed to the Department in January, 1987: John T. McKenna and Kevin P. Cryts.

William A. Golon resigned from the Department in May to enter private industry.

On December 17, 1987, I was installed as President of the Massachusetts Chiefs of Police Association for the year 1988.

All Officers continue to attend one-week training sessions at the Regional Police Institute in Tewksbury. All members of the Department are certified in First Aid and First Responder. Firearms training is conducted by the Department Armorer and includes training in the use of rifles and shotguns, and day and night shooting at the Police Range.

Sergeant Michael P. Cloonan has been assigned to the Woburn Court as the prosecutor of criminal cases for the Town, and also assists the Health and Building Departments in the prosecuting of their cases.

The Department has started the necessary steps in the process of being accredited by the Commission on Accreditation of Law Enforcement Agencies. This will take approximately two years, but when completed, insures that the Department is up-to-date and professional, and the experience of accredited departments has been a decrease in vicarious liability.

The 1987 Special Olympics Torch Run was a great success, with over \$35,000 raised for the Special Olympics program. I acted as Coordinator of the Torch Run for the Commonwealth of Massachusetts, with Lieut. Robert J. Silva acting as Area Coordinator. We hope this will be a yearly event and are already working on our 1988 Run.

The Special Operations Unit of the Northeastern Massachusetts Law Enforcement Council Tactical Police Force, commanded by Lieut. Robert J. Silva, was used on several occasions this year.

We are continuing our involvement with the Governors Alliance Against Drugs program, which was initiated in 1986 to bring awareness of the problems of drugs with our school-age children. We are working with Jane Fiore, who is the Prevention Education Coordinator, and hope that town-wide support of the program will help in combatting the use of drugs by our young people.

Although not a requirement of law, Reading people are hired to act as cell monitors when anyone is placed in detention, thus reducing the possibility of liability.

We have continued to expand our use of the computer system which was installed in 1985, and it is proving to be invaluable in the storing and retrieving of information.

Our School Visitation Program continues to be well received by teachers and students, and the tours of the police station by our Safety Officer to groups of children continue to be very popular.

The members of the Police Reserve have continued their excellent work during the past year handling traffic duty at the various churches and serving at special occasions. Sgt. Michael Cloonan is in charge of the Reserves and is responsible for their training in the use of firearms. These men donate their time and effort and deserve the thanks and appreciation of all citizens.

The Honor Guard has attended many functions during the past year and continues to be well received wherever it appears.

Officers from this Department have participated in classes in many different phases of law enforcement conducted by the Massachusetts Training Council at the Reading Police Annex. Officer Richard DelRossi is an instruction in the program.

Also complementing our regular Police Department is our force of School Traffic Officers under the direction of Safety Officer Venio. These Officers, who supervise the crossing of children on their way to and from school at various locations about town, have proved to be devoted to their duties and are a great asset to the town. Any citizen who would like to join us as a School Crossing Officer is urged to contact Safety Officer Venio.

The Department is indebted to Mr. Edward Ciampa, a resident of Reading and owner of Crest Buick of Woburn, for donating a Buick sedan for the use of our Safety Officer.

Following are the arrests and services performed:

Arrests.....	549
Persons Held in Protective Custody.....	133
Motor Vehicle Violations.....	6,031
Parking Violations.....	3,177
Juveniles Apprehended.....	120
Juvenile Cases in Court.....	36
Special Investigations.....	445
Auto Accidents Investigated.....	471
T-T Message Sent.....	Approx. 6,000

FEEES COLLECTED

Revolver Permits.....	\$ 3,005
Firearm Identification Cards.....	308
Police Reports copied	2,450
Parking fines	25,155
Court fines.....	135,324

MOTORIZED EQUIPMENT

1	1988 Ford sedan	Chief's car
2	1987 Ford sedans	Cruisers
2	1986 Ford sedans	Cruisers
3	1985 Ford sedans	Cruisers
1	1983 Ford sedan	Cruiser
1	1988 Buick sedan	Safety Car

I would like to thank the Board of Selectmen, Town Meeting Members, and especially the citizens of the town, for the support they have shown their Police Department during the past year.

Respectfully submitted,

EDWARD W. MARCHAND

Chief of Police

Public Works







J. Henry Vik
Superintendent

Board of Cemetery Trustees

6 Lowell St. - Executive Office Bldg.

READING, MASSACHUSETTS 01867

BOARD OF CEMETERY TRUSTEES

Annual Report - 1987

To the Board of Cemetery Trustees:

The following statistics are from office records for the calendar year 1987.

<u>Interments</u>	<u>Laurel Hill</u>	<u>Charles Lawn</u>	<u>Forest Glen</u>	<u>Total</u>
Adults	19	48	51	118
Cremation Urns	7	2	9	18
Babies	<u>1</u>	<u>—</u>	<u>1</u>	<u>2</u>
Total	27	50	61	138
Total for all years	8,109	174	2,905	11,188

Sale of Lots and Graves

Four Grave Lots	1			1
Three Grave Lots		2		2
Two Grave Lots-EDP-4 inter.		5		5
Two Grave Lots	12	18	1	31
Single Gr's-EDP-2 inter.		16		16
Single Graves	11	5	3	10
Veteran's Graves		5	1	6
Baby Graves			2	2
Urn Garden	<u>—</u>	<u>4</u>	<u>—</u>	<u>—</u>
Totals	15	55	7	77

Total Number of Lots and Graves Sold to January 1, 1988

Lots	1495	183	1634	3312
Single and Veteran's Grs	1163	73	724	1960

Foundations Installed and Markers Set

Foundations	6	0	9	15
Markers Including Veterans	17	46	25	88



J. Henry Vik
Superintendent

Board of Cemetery Trustees

6 Lowell St. - Executive Office Bldg.

READING, MASSACHUSETTS 01867

CEMETERY DIVISION

Department of Public Works

Annual Report - 1987

Special Activities over and above Maintenance.

Development - During January, February and March the wooded area in Forest Glen Cemetery was cleared of brush and unwanted trees. The remaining trees were pruned of dead and weak branches. Work was done by joint action of the Tree Division and Cemetery labor. Engineering plans for the area were developed by a private firm, and after modification were accepted by the Cemetery Trustees.

In April, the house on Forest Glen property was moved, the foundation stone was dug out and the area developed into an Urn Garden. After final grading and landscaping, interment spaces were marked out and the area made ready for sale. Plans and work being done within the Cemetery Department.

At Charles Lawn approximately 500 cubic yards of surplus fill from D.P.W. was stockpiled for future use. To conform with Conservation demands, the landfill perimeter slopes were cut back, loamed and seeded, as an erosion control measure.

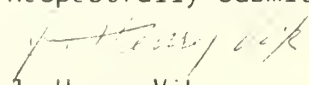
Special Activities - The retaining wall at the Laurel Hill Cemetery location on Main Street was relaid at areas where frost action had loosened stones. More extensive work on this problem is planned for F.Y. "89".

At Charles Lawn a leaking P.V.C. water pipe leading from the main on Charles Street was replaced with copper, the work being done by the Water Division of D.P.W.

Special mention should be made relative to the Charles Lawn interment of William R. Hansen, E4/FC3. Hansen was a casualty on the U.S.S. Stark stationed in the Persian Gulf. A special military service for this hero attracted many people, both local and distant.

In closing, I wish to thank all the other Town Departments for their co-operation this past year, it was much appreciated.

Respectfully submitted,


J. Henry Vik
Director/Cemeteries



Board of Cemetery Trustees

6 Lowell St. - Executive Office Bldg.

READING, MASSACHUSETTS 01867

J. Henry Vik

Superintendent

Report of Custodian of Veteran's Graves

Calendar Year - 1987

To the Honorable Board of Selectmen:

As required by Section 9 - Chapter 115 of the Commonwealth, the following report covers Veteran interments and other activities for 1987.

<u>Name</u>	<u>Date of Interment</u>	<u>Location</u>
	<u>W.W. I</u>	
Eugene Stevens	November 12, 1987	Lot #1025 - Laurel Hill
	<u>W.W. II</u>	
Allan Humphrey	January 9, 1987	Lot #107 - Charles Lawn
Stephen Daley	February 2, 1987	Lot #299 - Charles Lawn
Robert Yeo	February 11, 1987	Lot #1263 - Forest Glen
Paul Geary	March 14, 1987	Vet Gr #89-Forest Glen
Fred McKinnon	April 9, 1987	Lot #1261 - Laurel Hill
John Burbine	April 17, 1987	Lot #1268 - Laurel Hill
Charles Stamatis	April 28, 1987	Lot #81 - Charles Lawn
Richard Fairchild	May 27, 1987	Lot #68A - Forest Glen
George LeDoux	May 29, 1987	Vet Gr #21-Charles Lawn
Augustus Hickey	June 12, 1987	Vet Gr #22-Charles Lawn
Leonard Blamire	June 12, 1987	Lot #195 - Charles Lawn
Leonard Westra	July 16, 1987	Lot #244 - Charles Lawn
Robert deMarsellis	August 18, 1987	Lot #25(N $\frac{1}{2}$)-Laurel Hill
James Mazzarella	August 25, 1987	Lot #1507 - Charles Lawn
Roland Hatch	September 26, 1987	Lot #298 - Forest Glen
George McSheehy	October 14, 1987	Lot #41 - Charles Lawn
Robert J. Ravizza	October 21, 1987	S.Gr. #444-Forest Glen
George Parker	October 23, 1987	Lot #903 - Laurel Hill
Lawrence O'Keefe	October 31, 1987	Lot #59 - Charles Lawn
Thomas Buckley	November 3, 1987	Lot #282 - Charles Lawn
Russell Rogers	November 14, 1987	Vet Gr #23-Charles Lawn
William Moore	November 18, 1987	Lot #286 - Charles Lawn
Robert Channonhouse	November 23, 1987	Lot #75 - Charles Lawn
Anthony Marchio	November 24, 1987	Vet Gr #324-Charles Lawn
Russell Meikle	December 1, 1987	Lot #1063 - Laurel Hill
John Cusato	December 8, 1987	Lot #240 - Charles Lawn
Leroy Hutchinson	December 12, 1987	Lot #131B - Laurel Hill
William Faulkner	December 18, 1987	Lot #153 - Charles Lawn
Arthur Carlson	December 19, 1987	Lot #60 - Charles Lawn
Edwin Coldewey	December 26, 1987	Lot #53 - Charles Lawn
Raymond Jordan	December 30, 1987	Urn Garden #69-Forest Glen

Total - 31



J. Henry Vik
Superintendent

Board of Cemetery Trustees

6 Lowell St. - Executive Office Bldg.

READING, MASSACHUSETTS 01867

Korean Conflict

<u>Name</u>	<u>Date of Interment</u>	<u>Location</u>
John McIntosh	January 23, 1987	Lot #683 - Forest Glen
Anthony delai	January 30, 1987	Lot #47 - Charles Lawn
John Fleming	April 25, 1987	Vet Gr #20-Charles Lawn
Ernest Dalton	August 7, 1987	Lot #672 - Laurel Hill
Richard Bevilacqua	November 7, 1987	Lot #273 - Charles Lawn

Total - 5

U.S.S. Stark

Killed in Action

William Hansen	May 29, 1987	Lot #201 - Charles Lawn
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Total of all Wars and Conflicts - 38

Custodian of Veteran's Graves Report

Summary of All Wars

<u>Credited Service</u>	<u>No. of Veterans</u>
Revolutionary War	41
War of 1812	12
Mexican War	2
Civil War	291
Indian War	1
Spanish War	29
State Guard	33
World War I	309
World War II	387
Korean Conflict	39
U.S. Air and Marine Air forces	6
Viet-Nam	23
Germany Occupation force	2
Peacetime Service Connected fatalities	2
U.S.S. Stark - KIA	1
Total of all Cemeteries	1178
Veteran Markers set by Department Employees	29

for Memorial Day all Veteran's graves were decorated with a flag and a flower.

Respectfully submitted,

J. Henry Vik
Custodian of Veteran's Graves

FORESTRY DEPARTMENT



MUNICIPAL BUILDING

IRVING E. DICKEY, JR., TREE WARDEN
SUPERINTENDENT INSECT PEST CONTROL

READING, MASSACHUSETTS 01867

REPORT OF THE SUPERINTENDENT OF INSECT PEST CONTROL

I submit my report as Superintendent of Insect Pest Control for 1987.

About twenty-five Elm trees were checked for Dutch Elm Disease on both public and private property. The Shade Tree Laboratory at Amherst certified six Elms as being diseased. These trees have been removed to the landfill site for burial along with an additional twenty-one dead Elms infested with the Elm Bark Beetle, in accordance with the Massachusetts General Laws, Chapter 132.

All public shade trees were scouted during various damaging insect activity periods and very few problems could be found. A slight increase with the Oak Leaf Skeletonizer has been noted. This insect was an extreme nuisance in 1969. The spray trucks were used to hydraulically water and fertilize newly planted shade trees to increase their vigor and to better withstand future insect attacks.



DEPARTMENT OF PUBLIC WORKS

MUNICIPAL BUILDING

READING, MASS. 01867

MASSACHUSETTS

DIRECTORS REPORT

The five year saga of the location and construction of the Public Works Facility came to an end in 1987.

Quannapowitt Development Company, the general contractor, commenced work on the facility in March 1987 and in spite of an abnormally wet spring, progress was excellent until an appeal was filed by an abuttor with D.E.Q.E., over a wetland issue. This issue was not resolved until October, thereby delaying final construction of the buildings, and Town forces work on roads, detention areas and stock areas. Occupancy was effective on three buildings on December 1, 1987 and complete occupancy will occur on or about February 15, 1988.

Final agreement was reached with M.B.T.A. in April 1987 on the railroad crossing construction, and new signalization commenced. The crossing was made operational in December and all sanding and salting operations have been conducted from the new site since that time. The Ash Street access was immediately closed and the lot released for house construction.

The efforts of the Reading Municipal Light Department, Fire Department and Building Department were outstanding in completion of the Public Works Facility, but special appreciation and thanks must go to the personnel of the Department of Public Works. Immediately after the wetlands appeal was lifted, Public Works personnel virtually attacked the task of constructing the access road, including curbing, paving, loaming and seeding and the construction of storage site and detention areas. This work was completed in record time solely using Town personnel and equipment. Reading Public Works Department personnel must be considered among the best in the State.

The Louanis Water Treatment Plant, built 27 years ago, has been completely rebuilt and is in excellent condition.

A complete sewerage system study is underway and a grant request for rehabilitation will follow.

Respectfully submitted,

A. V. Fletcher
Director of Public Works

TOWN OF READING



DEPARTMENT OF PUBLIC WORKS

MUNICIPAL BUILDING

READING, MASS. 01867

MASSACHUSETTS

REPORT OF THE DEPARTMENT OF PUBLIC WORKS

This is the second annual report of the Department of Public Works. For all intents and purposes, the Department expended the greater part of its energies on the construction of the new Public Works Facility. Normal operating procedures were followed and were in effect throughout the year. However, because of the workload associated with the construction of the Public Works Facility, major drainage items and cracksealing and stone chip seal work were put off until the Spring and early Summer of 1988.

Negotiations were completed with the M.B.T.A. for the development of the New Crossing Road railroad crossing and work was completed and the crossing put into operation on December 15, 1987.

Public Works personnel, without the aid of outside contractors, completed the majority of the work involving the construction of the new access roads, storage sites and retainage areas. All snow and ice activities are now operating out of the new facility.

The Ash Street access to the former Transatron property has been closed and has been released for development of a single family residence.

ENGINEERING DIVISION

The Engineering Division designs and supervises all Town projects, prepares pre-bid cost estimates and specifications, and supervises construction of street, water and sewer projects. The Division relates very closely to all other Town Commissions needing engineering work and continues to review subdivision and site plan review plans.

In addition to the Division's ongoing functions, it has been deeply involved in the design and planning for the new D.P.W. Facility and has been performing staff duties for the new Community Planning and Development Commission. These additional responsibilities have resulted in the postponement of the start of a number of projects being postponed to early 1988.

The following subdivisions were actively under review and inspection:

Hanscom Avenue Extension
Chestnut Street Extension
Colonial Drive Extension
Sanborn Village I

Sanborn Village II
Sanborn Village III
Avalon Estates
Buckskin Drive
Criterion Road
Clover Circle
Pine Grove Estates

The following subdivision filings were reviewed:

Sanborn Village IV
Rocky Road
Avalon Road Extension
Cassidy Drive/Acorn Lane
Enos Circle
Duck Road
Fairwood Acres

WATER DIVISION

The Water Division installed a total of 28 new water services and a total of 1,255 linear feet of water main was installed. The Division replaced 23 old water services with copper pipe.

A water leak detection program was conducted and though only minor leaks were found, all leaks were repaired.

The Division continued the water main flushing program. Approximately 34 miles of mains were flushed in November.

PUMPING STATION AND WATER TREATMENT PLANT

Our continuing maintenance plan for rehabilitation of existing wells provided for the rehabilitation of two producing wells in the past year.

The original portion of the water treatment plant has been completely rehabilitated, that program having been instituted in 1984. In addition to the plant rehabilitation program, a preventive maintenance program is ongoing and the results have been excellent. Our down time has been minimal and has not affected the volume or quality of the finished water. We continue to produce iron free good quality water on a daily basis.

Groundwater levels are excellent as we commence a new production year.

Total rainfall in 1987 was 32.80 inches which is 9.72 inches below normal.

A total of 769,134,000 gallons of water was delivered to the distribution system in 1987.

The highest single days consumption was 4,220,000 gallons on July 14, 1987 and the highest weeks consumption was for the period July 20 to July 26, 1987, an amount of 24,632,000 gallons.

LOUANIS WATER TREATMENT PLANT

The plant operated very efficiently during the entire year with only minimum downtime. Water quality is monitored on an ongoing daily basis, and all quality reports have been good. We however, had a problem during the ensuing year with the Venturi meter improperly recording the flow from August through December, recordings being approximately 50% less than actual.

STATISTICS FOR THE YEAR ENDED DECEMBER 1987

Population - Town of Reading Census of 1987 - 25,796

COMPARATIVE TOTAL PUMPAGE OF WATER FOR PAST TEN YEARS

YEAR	PUMPAGE GALLONS	INCREASE OR DECREASE	AVG. DAILY PUMPAGE	INCREASE OR DECREASE
1978	755,351,600	27,170,400 (I)	2,069,456	76,794 (I)
1979	685,432,300	69,919,300 (D)	1,877,897	191,559 (D)
1980	666,282,200	19,150,100 (D)	1,819,442	58,455 (D)
1981	670,178,700	3,896,500 (I)	1,834,878	15,436 (I)
1982	620,834,500	49,344,200 (D)	1,700,916	133,962 (D)
1983	703,340,000	82,505,000 (I)	1,927,000	266,000 (I)
1984	913,774,000	210,434,000 (I)	2,503,490	576,490 (I)
1985	956,260,000	42,486,000 (I)	2,619,890	116,400 (I)
1986	827,317,000	128,943,000 (D)	2,266,621	353,269 (D)
1987	769,134,000	58,183,000 (D)	2,107,000	159,621 (D)

TABLE SHOWING MONTHLY AMOUNTS OF RAIN

MOS.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
Total	3.33	0.18	4.48	8.30	1.03	0.91	.27	3.17	7.56	2.18	1.30	.09
Accum. T.		3.51	7.99	16.29	17.32	18.23	18.50	21.67	29.23	31.41	32.71	32.80
Norm.	3.69	3.54	4.01	3.49	3.47	3.19	2.74	3.46	3.16	3.02	4.51	4.24
Total Norm.												42.52

WATER PUMPAGE 1987

<u>MONTH</u>	<u>DAYS</u>	<u>GALLONS</u>	<u>AVERAGE DAILY GALLONS</u>
January	31	68,417,000	2,207,000
February	28	63,957,000	2,284,179
March	31	69,102,000	2,229,097
April	30	62,541,000	2,084,700
May	31	72,145,000	2,327,258
June	30	84,703,000	2,823,433
July	31	93,578,000	3,018,645
August	31	81,133,000	2,617,194
September	30	* 88,712,000	2,957,067
October	31	* 90,762,000	2,927,806
November	30	* 79,642,000	2,654,733
December	31	* 87,920,000	2,836,129
Total		942,612,000	2,582,499

NOTE: Flows for August through December were estimated due to the fact that the Venturi meter was not operating properly.

*August through December are estimated figures.

HIGHWAY DIVISION

Due to construction scheduling for the new Public Works Facility, the Highway Division postponed normal cleaning and repaving of open drainage ditches until the Spring/Summer of 1988. Sidewalks, catch basins and general road repair were maintained on a continuing basis. The Division, including all other personnel of the Public Works Department, constructed the new access roadway to the DPW Facility including curbing, loaming and seeding, tree planting, storm drainage and bituminous concrete.

The Highway Division also assisted the Cemetery Division in cleaning and preparing new grave sites at Forest Glen Cemetery.

STORM DRAIN CONSTRUCTION

Upgrading the storm drainage system in addition to annual cleaning of catch basins are necessary ongoing projects. Within the limits of funding, major channel reconstruction projects are planned following completion of the Aberjona River Phases (during early 1988) the John Street - Ash Street ditch system improvement project is scheduled to begin in the late Spring of 1988.

STREET MAINTENANCE

The roadway maintenance program continued with temporary patch, stone chip sealing, overlays and roadway reconstruction. The reconstruction projects Pearl Street - Wakefield to Charles, and Dana Road - Charles to Colonial were completed.

Work under Chapter "90" State funds were completed during the past year. The Department awaits additional funding to continue the major roadwork on Haverhill Street.

Due to weather conditions, and other priority projects, the stone chip seal normally completed in the late Summer/Fall of 1987 will be performed during the Spring of 1988.

SNOW AND ICE

There were six plowable storms January through April which required a transfer of \$100,000 from the Reserve Fund for FY87. There were two plowable storms in November and December of 1987. In addition, there was need for a substantial number of sanding and salting operations.

PARKS AND PLAYGROUNDS DIVISION

Normal maintenance was accomplished in the Parks and Playgrounds and School property by Department personnel assisted by temporary employees during spring and Summer months. The Division had the added responsibility of maintaining the Grant Memorial Swimming Pool. Special projects completed by the Division included the completion of the tot lot at Birch Meadow playground, grading, loaming and seeding adjacent to Morton Field and the start of reconstruction of a new filtration system for the Grant Memorial Pool.

Parks Division worked with the Cemetery Division at Forest Glen Cemetery.

SEWER DIVISION

With the exception of one pumping station at Joseph Way, all stations functioned normally. The Joseph Way pumping station will be completely rewired to prevent further downtime.

Licensed drain layers connected 78 new services in the past year.

SANITARY SEWER SYSTEM

Under a State Water Pollution Control Grant an Infiltration and Inflow Study of the Town wide system has been conducted. Application has been made to the State to fund this investigation. A Draft Report has been received indicating limited infiltration problem (leaks) but substantial inflow (illegal connections - i.e. sump pumps, etc.) sources. Based on this report further grant applications for detailed investigation and corrective remedies are being pursued and are expected.

The new 30 MGD Massachusetts Water Resources Authority Pumping Station located at the end of Summer Avenue (next to Route 128) has been upgraded. This upgrading of the sewer system should substantially reduce existing surcharge conditions in Reading and will be a welcome addition.

TRASH DISPOSAL

Hiltz Company is in the first year of the new three year collection contract and again we are pleased to report that our complaints concerning trash pickup number less than three per year. Tipping fees at the RESCO facility in Saugus will increase 5.42% for 1988 and as customary in the past years, the Town continues to generate more trash each year. In the past four years the Town has generated approximately 2,000 tons per year in additional trash.



TOWN FOREST COMMITTEE

TOWN OF READING, MASSACHUSETTS 01867

ANNUAL REPORT OF TOWN FOREST COMMITTEE

February 1, 1988

To the Citizens of Reading:

We submit our report for the 1987 and through the current date.

The forest has been used by many groups of Reading people for hikes, nature studies and cross country skiing.

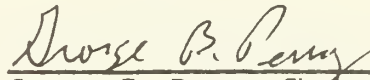
Various Scout groups continue to camp and perform their outdoor activities in the forest in all seasons.

One incident of improper ATV operation was investigated and resolved.

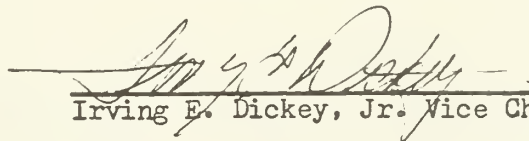
On-going maintenance will be continued as funds become available.

In closing the committee wishes to thank Mr. Jack Cairl for his continued support.

Respectfully submitted,



George B. Perry, Chairman



Irving E. Dickey, Jr., Vice Chairman



Benjamin E. Nichols, Secretary

FORESTRY DEPARTMENT



MUNICIPAL BUILDING

IRVING E. DICKEY, JR., TREE WARDEN
SUPERINTENDENT INSECT PEST CONTROL

READING, MASSACHUSETTS 01867

REPORT OF THE TREE WARDEN

I submit my report as Tree Warden for 1987.

Thirty-two public shade trees were removed: Six Elm trees (Dutch Elm Diseased), under Massachusetts General Laws, Chapter 132, Section 26A. Three trees to allow for construction, under Massachusetts General Laws Chapter 87, Section 3. Four trees were damaged beyond repair from adverse weather conditions, and the remaining nineteen were either dead or in a dangerous condition.

Fifty-two trees were planted as replacements on private property adjacent to the sidewalk, and twenty-five were planted on road-side tree lawns. All of these trees were planted under Massachusetts General Laws, Chapter 87, Section 7. The Forestry crews watered and fertilized these trees along with the trees in the business district, during the summer.

Deadwood and low branches have been removed from the public trees as requested, or as scouted, and tree cable bracing has been installed on weakened branches as needed.

Any wood that is not diseased or insect infected from tree trimmings or removals will be left with abutting property owners as requested. The remainder of this burnable wood, along with a stockpile of wood chips, will be delivered as requested upon availability.

The Town of Reading was awarded, "Tree City USA", by the National Arbor Day Foundation for 1987 and a celebration with the "May Day" festivities on the Reading Common, sponsored by the Reading Garden Club and the Reading Women's Club, along with an American Beech Tree planted with citizen donations to replace a diseased Elm and organized by Mr. Arnold Berger and Mr. Bruce Morang, proved a very successful day.

The Reading Jaycees sponsored or Arbor Day Celebration again this year, and three hundred spruce trees were given to all 5th grade students in Reading.

A special thanks to all of these clubs and organizations, committees and commissions that promote tree planting programs. A community's tree planting program is a living memorial to the citizens concern for the quality of life. The beauty of the trees, and their practical benefits will last for years to come.

TOWN OF READING



DEPARTMENT OF PUBLIC WORKS

MUNICIPAL BUILDING
READING, MASS. 01867

MASSACHUSETTS

ANNUAL REPORT OF THE WATER AND SEWER ADVISORY COMMITTEE

To the Citizens of Reading:

The newly appointed Water and Sewer Advisory Committee held its first meeting on January 20, 1987 electing Curt Nitzsche Chairman and Gail Wood Vice-Chairman.

The Board of Selectmen appointed the Water and Sewer Advisory Committee and adopted the policies of the Committee which provide advice to the Board of Selectmen regarding the Water and Sewer Systems for the Town of Reading. Their duties include the following:

1. Hold at least one public hearing on water and sewer rates each year and make a recommendation to the Board of Selectmen.
2. Review with the Director of Public Works and recommend to the Board of Selectmen, items to be included in the Enterprise Systems.
3. Review and recommend the inclusion of items in the annual capital budget.
4. Provide other advice to the Board of Selectmen regarding the water and sewer systems of the community as requested.

The Committee held five meetings during the year to discuss programs, implementation of policies and rate structure for water and sewer.

A hearing was held on March 10, 1987 regarding user rates. The Committee recommended that water rates be set at \$2.62 per 100 cubic feet and sewer rates be set at \$2.35 per 100 cubic feet.

The Committee is closely monitoring the new meter program and preparing a Request for Proposals to study the effects of the new Clean Water Regulations and evaluate the present and future water storage needs of the Town.

The Committee wishes to thank the Department of Public Works staff for its support, especially Tony Fletcher.

Thank you.

Curt Nitzsche, Chairman
Gail Wood, Vice-Chairman
Mark Wetzell, Member

School Department



SCHOOL COMMITTEE REPORT

1987

During 1987, the Reading School Committee acted on a variety of important personnel issues which included: the appointment of a new Superintendent of Schools, a new principal at Birch Meadow, a new Director of Guidance at R.M.H.S, and the initiation of a search for a new Assistant Superintendent of Schools. In addition, the Reading School Committee approved a new elementary report card, the Special Needs Parent Advisory Council, the AIDS Education Task Force and School Improvement Council Budgets.

After 22 years as Superintendent of Schools in Reading, Dr. Robert Wells tendered his resignation in March of 1987, effective as of August 31, 1987. An outside consultant was hired to assist the School Committee with the difficult task of conducting a nationwide search for a new Superintendent. A Search Committee was formed, the position was advertised nationally, in-depth interviews and site visits were conducted, and after several months and careful analysis, the School Committee appointed Dr. Robert Munnelly as the new Superintendent of Schools in Reading.

Also in March of 1987, Mr. Dennis Murphy resigned his position as Principal of Birch Meadow School effective in June, 1987. Mr. Murphy had been with the Reading School Department for 32 years, 27 years as Principal of Birch Meadow. After a lengthy search by the Search Committee and on the recommendation of Superintendent Munnelly, the School Committee appointed Mr. Richard Davidson as the new Principal of Birch Meadow School.

In August of 1987, Ms. Rena Mirkin resigned her position as Director of Guidance at Reading Memorial High School. Ms. Jane Darveau was appointed to fill the position in September, 1987.

In January, the Reading Schools received two grants awarded by the State Board of Education. Joshua Eaton School received \$2,000.00 to bring in experts on Global Education in an effort to increase international understanding, and R.M.H.S. received an Educational Technology Grant of almost \$18,000.00 to support the development of an Interactive Video classroom to provide collaborative instruction with similar classrooms in Wakefield, North Reading and Lynnfield. In addition, grants were awarded under the provision of Chapter 188 to encourage the formulation of Early Childhood Programs. The major award of \$35,750.00 was to develop and carry out a model program in Early Childhood Education for the Reading community. Under this model, the School Department will provide coordination services while direct services will continue to be provided by private agencies and families.

Throughout the year, the School Committee held formal reviews of three curricula: Reading, Foreign Language and Business Education.

In June of 1987, the year-long Elementary Report Card Review was completed. The committee had surveyed parents and teachers, revised the report card, circulated it to school faculties and specialists for feedback, and then revised it again. By December of 1987, the newly revised cards were ready for their first use in the elementary schools.

Also in June, the School Committee approved the establishment of an AIDS Education Task Force charged with studying the long-range implications of the AIDS epidemic and recommending to the School Committee appropriate educational strategies for the schools. The Task Force has been studying the issue throughout the Fall, and sponsored three community education forums conducted by experts in the field.

In the Fall of 1987, the School Committee decided to hold some of its meetings out in the schools rather than at Gould Street. It is hoped that this will provide better accessibility for parents and the community at large to attend the meetings.

Finally, the search for a new Assistant Superintendent of Curriculum & Personnel to replace Dr. Munnelly began in October. The position has been widely advertised and finalists are being interviewed by the Search Committee. It is anticipated that an appointment will be made in early 1988.

Respectfully submitted,

George J. Shannon, Chair
Stanley M. Nissen, Vice Chair
Clifford D. Allen
Richard H. Coco
Carol S. Lyons
Barbara S. Philbrick



READING PUBLIC SCHOOLS

Robert J. Munnelly, Ed.D.
Superintendent

Post Office Box 180
Reading, Massachusetts 01867

Reading School Committee

George Shannon chairman
Stanley Nissen vice-chairman
Clifford Allen
Richard Coco
Carol Lyons
Barbara Philbrick

READING SCHOOL COMMITTEE

Mr. George J. Shannon, Chairman 54 Linden Street	Term Expires 1988
Mr. Stanley M. Nissen, Vice-Chairman 24 Lisa Lane	Term Expires 1989
Mr. Clifford D. Allen 42 Bay State Road	Term Expires 1990
Mr. Richard H. Coco 4 Fremont Street	Term Expires 1989
Ms. Carol Lyons 31 Avon Street	Term Expires 1988
Mrs. Barbara B. Philbrick 75 Lowell Street	Term Expires 1990
Miss Nancy Drane, Student Representative 5 Greenwood Road	1987 - 1988

ADMINISTRATIVE OFFICE

Superintendent of Schools

Dr. Robert J. Munnelly	40 Winter Street Nahant, Mass.
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Assistant Superintendents

Ms. Lynn M. Bak, Acting Assistant Superintendent	200 Ledgewood Drive Stoneham, Mass.
Mr. Ronald A. Winslow	44 Oak Ridge Road

SCHOOL COMMITTEE OFFICE

34 Gould Street

Office hours - Monday through Friday 8:00 a.m. to 4:30 p.m.

ANNUAL REPORT

In 1987, Dr. Robert S. Wells retired after twenty-two years of service to the community as Superintendent of Schools. Under his leadership, the Reading Public Schools have come to be recognized for excellence and high achievement in academics, athletics and the arts. Over the years, he strengthened the Reading Public Schools and was a tower of strength by virtue of his high degree of personal integrity and his equally strong work ethic. His contributions will remain a part of the day-to-day operation of the Reading Public Schools and will continue to affect the education of young people in Reading for years to come.

As successor to Robert Wells, I fully intend to build on the strong foundation set in place during Bob's period of leadership and I look forward to continuing, with support of the public, parents and staff, the high sense of efficacy and accomplishment which are the hallmarks of the Reading Schools.

Fostering high standards has been and must remain a priority for the Superintendent of Schools in Reading. High standards of student performance, staff morale, and public confidence are essential. While the Reading Schools exemplify these qualities now, there can be no letdown or relaxing on these issues.

As a key person in the educational health of the school system, the Superintendent directly influences the quality of education in all of the schools in Reading. The Superintendent communicates a vision of what good education is and then acts in thousands of mundane ways to bring that vision to reality. Working with teachers, parents, students, the taxpayers, the citizen stakeholders, the Superintendent acts to help every student do the best he or she can do educationally. Tom Peters, the author of "In Search of Excellence," expresses succinctly my feelings about quality when he said, "Superb performance is not a place, sitting on top of a mountain of achievement. It is, instead, the exhilaration of the climb that's at the heart of excellence." Simply stated, my aim as Superintendent is to help the Reading community attain and maintain quality education.

The key to a successful educational program is a professional teaching staff which has high student performance as its chief objective. Such a staff has high morale and demonstrates its commitment to students by a high degree of caring for the personal growth and academic progress of the youngsters. A quality teaching staff will always be looking to do its job better. One of my initiatives as Superintendent of Schools

will be to promote and support a professional development program of the highest order. Reading needs to have a teaching staff which is comfortable examining itself and improving its performance. A judicious investment in helping teachers do that better job will have enormous payoff for students into the 1990's.

Another asset of Reading is the strong contribution of parents to the quality of education in Reading. Few communities have the activism Reading parents show in support of the children's education. As Superintendent, I am pleased with the overflow attendance at P.T.O. meetings and school conference meetings. Newsletters produced by parents and principals are standard fare in each school. Hundreds of volunteers make our Understanding Handicaps program a smashing success, and services to children are obviously enhanced by volunteers on field trips and in our libraries and classrooms. Many school programs are supported by Enrichment Committees. Countless hours were contributed by parents and other community activists to the School Improvement Councils which are now part of every school. Community-wide Task Forces have addressed AIDS Education and Special Education. The term "PAC," standing as it does for parent advisory council, is now a regular part of our Chapter 1 program and our special education effort. One of the strongest contributions this year was made by a parent-energized Elementary Report Card Committee which assisted in the complete overhaul of Reading's process for reporting pupil progress. All of us in the schools are pleased by the high interest and keeping up this high level of parent support and involvement will be a key goal of the new superintendent.

Respectfully submitted,

Robert J. Munnelly, Ed.D.
Superintendent of Schools

STAFF

The people listed below are serving the Reading Public Schools in the following capacities for the 1987-88 school year:

Administration and Specialists

Central Office	3
Principals and Assistants at R.M.H.S.	9
Pupil Personnel Services Director	1
Directors	5
Guidance Counselors	10
Special Education Teachers and Psychologist	18.4
FOCUS Program	2
Physical Education	12.8
Adaptive Physical Education	.2
Music Teachers	7
Art Teachers	7
Library/Media Specialists	7
Audio/Visual Specialist	1
Reading Teachers	8
Gifted and Talented Teacher	1

Classroom Teachers

Reading Memorial High School	69.4
A. W. Coolidge Middle School	23
W. S. Parker Middle School	23
Alice M. Barrows School	14
Birch Meadow School	16
Joshua Eaton School	17
J. Warren Killam School	20

Health Department

Nurses	3
School Physician	1

Secretarial/Clerical and Data Processing	23.5
Custodians - full time	35
part-time (out of revolving account)	1
Cafeteria - including supervisor and van driver	38
Teacher Aides - part time	46
Grounds Safety Aide - part time	1
Tutors of Perceptually Handicapped - part time	7

The following are paid under Federal or State Grants:

Special Education Liaison under Title I, PL 89-313	.4
METCO Coordinator and Academic Instructor	2
Guidance/Psychologists under PL 94-142	2
Social Worker/Adjustment Counselor under PL 94-142	1
Instructional Learning Assistants under PL 94-142	10
Chapter I Teachers - part time	7
E.S.L. Teacher - part time	1
SEEM out-of-town Aides	2
METCO Bus Aides	2
Boston University Science Project	1



READING PUBLIC SCHOOLS

Robert J. Munnelly, Ed.D
Superintendent

Post Office Box 180
Reading, Massachusetts 01867

Reading School Committee

George Shannon chairman
Stanley Nissen vice-chairman
Clifford Allen
Richard Coco
Carol Lyons
Barbara Philbrick

ANNUAL REPORT of the Departments and Schools of the Reading Public Schools

This is the ninth year of a consolidated report representing the accomplishments and noteworthy activities of the Reading Public Schools.

School enrollments have stabilized at Reading Memorial High School, and at Parker and Coolidge Middle Schools, while our primary grade enrollment figures increased at the Eaton and Killam elementary schools. The enrollment increase was attributed to a number of families with young children relocating to the Reading area during the summer of 1987. It is anticipated that we will continue to experience this moderate growth throughout our elementary schools for the next few years.

Under the statewide Reform of Education Act, Chapter 188, the fall 1987 test results of the Massachusetts Basic Skills Program, administered to our third, sixth and ninth grades, continues to demonstrate excellence of performance and the meeting of high expectations by Reading students. District test results will be released by March 1988.

Regarding the quality of instruction and program, students were again making us proud at Reading Memorial High School. The spring saw the beginning of the "Student of the Quarter" program as an attempt to recognize the variety of student achievements and contributions at the high school. Since then sixty students have been honored as leaders, artists, athletes, and achievers. With April came a spectacular production of "Fiddler On the Roof". Soon thereafter, we heard that sixty-two members of the Class of '87 were accepted into competitive colleges (twenty-two of these students were invited to attend Ivy League institutions).

In June, thirteen of our students qualified for the National History Day competitions in Washington, and two of them received national honors. Timothy Griffith earned second place in Historical Papers, and Greg Agami won first place and grand prize for his Individual Media presentation. At the same time, Steve Worley was being selected

ANNUAL REPORT, READING PUBLIC SCHOOLS

as one of the top five physics students in the nation, and the RMHS computer team was winning first place in the Wentworth Institute Computer Contest and second place in the Northeast Regional Computer Contest.

The autumn witnessed the announcement that Melinda Fagan and Erin McCormack were selected National Merit Scholarship Semi-Finalists, and twelve of our students were named honorable mentions.

Meanwhile, our athletes brought honor to the school. They won six Middlesex League Championships: in Wrestling, Boys Basketball, Ice Hockey, Softball, Boys Indoor Track, and Boys Outdoor Track.

To top it off, our boys indoor and outdoor track teams won four Class B State Championships: the indoor and outdoor state relays and the overall championships in indoor and outdoor track. Simultaneously, Coach Hal Croft was honored as the State Class B Track Coach of the Year and was inducted into the Track Coaches Hall of Fame.

Three athletes stood out for special recognition. Steve Lane was named the Gatorade Player of the Year in Massachusetts Basketball. Gregg Duffy was named the Track Athlete of the Year in Massachusetts Track by both the MIAA and the Gatorade foundation. Katie Quinn, our all-star softball pitcher, was honored in December as one of five national finalists in the Wilson Company "Will to Win" award.

1987 was also a year that faculty concentrated upon school improvement efforts. Thirty Horace Mann and School Improvement grants were awarded to RMHS teachers to help them enhance existing programs and institute new ones. Much of this was done in the context of planning for the future. Every department generated plans for 1991 (when the school's student population would level off at 950). By the end of the summer at least 75% of the staff had participated in some form of school improvement activity!

Immediate results from these efforts were witnessed in the school's response to at-risk adolescents. Through special programs and counseling we were able to cut the dropout rate in half and are pleased to see that 1988 should witness an even greater cut.

The school also made great progress in its efforts to provide students with a modern technological education. Our Compugraphic equipment permitted us to publish two professional editions of the "High Flier"; the Business Word Processing lab was established with 16 Decmate stations; the school's three computer rooms offered programming, word processing, data base management, and spreadsheet instruction to students; and the industrial arts program was transforming itself into a technology education program with instruction in CAD/CAM, robotics, and electronics. RMHS looks to 1988 for similar student achievements and continued school improvement activities.

ANNUAL REPORT, READING PUBLIC SCHOOLS

The past year has been an active one for the Middle Schools. Highlights included a significant effort to improve coordination between the two schools and with the high school. The principals and department heads from all three schools provided the leadership and the results to date have been very promising. Also worth mentioning was a strong focus on critical thinking at both Coolidge and Parker. Faculty in-service training has occurred and teachers are actively working to improve student skills in this important area.

As has been true for the whole school system, professional development activities for middle school teachers have been a priority. Many initiatives by teachers, departments and administrators resulted in a wide variety of accomplishments. Local funds and state money were used to good effect. We are fortunate to have staff members who are motivated and continually interested in learning.

With solid support from our parent organizations, both middle schools continue to offer many enrichment activities for students such as field trips and assemblies. In fact, parent support in many forms remains a powerful factor in the success of our schools.

Strong attention to basic skills, opportunities to explore various interests and a supportive learning environment are still priorities for the middle schools. Test results and success in various competitions offer evidence that our students are being well served.

Our elementary schools have been actively involved in the areas of kindergarten curriculum development and the revision of our report card system.

In the fall of 1985 and continuing throughout the 1986-87 school year, the kindergarten curriculum went through a process of review and revision. The committee chaired by Killam School Principal Paul A. Guerrette and made up of the Town's kindergarten teachers and reading specialists, identified the following needs:

1. To review current research in early childhood education;
2. To provide in-service training relating to developmental programs;
3. To write a developmentally based kindergarten curriculum;
4. To establish better channels of communication between private preschools and public kindergarten.

To meet the above needs, the group received funding through the Massachusetts Department of Education Commonwealth Inservice

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Institute to run a series of six in-service training sessions. Classroom teachers, reading specialists, administrators and pre-school personnel attended the training program, which was facilitated by early childhood specialists from Lesley College, Tufts University and the Brookline Public Schools.

In the summer of 1987, a sub-committee made up of Mary Boyle, Kindergarten Teacher at the Barrows School, Jean Maloney-Stewart, Reading Specialist at the J. W. Killam School, Lois Murphy, Kindergarten Teacher at the Birch Meadow School, rewrote the curriculum guide for the kindergarten program. The guide, available for review at each elementary school, outlines the goals and objectives of a program that is based upon meeting the developmental needs of young children.

In the fall of 1987, a revised elementary school report card was introduced to parents in Reading. The revision represents the collaborative thinking of staff members and parents.

The committee of parents and teachers surveyed the parents and teachers with a questionnaire that served as the basis for many of the revisions. The new changes focus on the areas of skills identified for our children at their respective grade levels, in a two card system. One card is for students in grades one and two, and the other is for children in grades three through five. The new system informs the parent at what level their child is performing and is intended to make the reporting of achievement more comprehensive and meaningful.

The dedicated members of the report card committee were:

Teachers

Donald Farnham, Chairman
Rosemary Palmer, Killam
Virginia Walters, Birch Meadow
Christine Redford, Joshua Eaton
Larry Conn, Barrows

Parents

Anne Saurman
Janet Levy
Steven Collins
Jane Giacalone

Through the staff, volunteers and resources, the Reading Public Schools continue to experience many positive and productive outcomes. School Improvement Councils, charged with disbursement of Chapter 188 grant monies, directed their energies toward committing expenditures toward the increased effectiveness of our school programs. Our P.T.O.'s and volunteer groups dedicate hundreds of hours of their time indicating their level of commitment to quality programming and services, and the consistent willingness and desire to be "Partners in Education" all speak to the essential and critical role that our parents and community members play in developing student attitudes toward learning.

ANNUAL REPORT, READING PUBLIC SCHOOLS

A second and critical factor in reinforcing and perpetuating healthy student attitudes is that of the teacher's attitude toward learning and growing as a professional. Recent research strongly supports the idea that student growth is directly tied to teacher growth. The desire on the part of the teachers to improve professionally, can be seen at every level. Already this year, the majority of teachers have attended conferences or workshops or have visited other schools to investigate program models. At the elementary level teachers have expressed a strong interest in understanding better, the teaching of reading through the integrated child centered process approach of Whole Language, and at the 3-5 level there is a great deal of interest in expanding the current focus on literature based reading.

In the area of Special Education, the Early Childhood Advisory Committee has met on a regular basis to identify needs in Early Childhood Education. Their work has contributed to the awarding of grants, dealing with Special Education, exploring the establishment of a pilot family daycare model, and establishing a strong community coordination role.

The Reading School Department has vigorously supported the development of an in-school, attitude training program for all employees dealing with attitudes toward disabilities. The program is being conducted by the Understanding Handicap Group based in Reading.

Through the leadership of Ms. Vicki Griffin and the SEEM Collaborative the Reading School Department has implemented an in-service training program, dealing with computer applications in special education.

The Reading School Department has supported the development of a Special Education Parent Advisory Committee, that meets on a regular basis at Barrows School with Dr. Alexanian and Mr. Papandreou. All interested citizens are urged to attend.

Ms. Betty May Graham and Ms. Kathy Gregory conducted planning and curriculum development meetings during the spring and summer of 1987. These meetings and activities culminated in the establishment of Special Educational pre-vocational and vocational training program at R.M.H.S. The program is capable of serving 24 Special Needs students in sheltered workshops, supervised job placements and competitive employment.

Ms. Eunice Mosher, a Special Education teacher in Reading from 1973, retired. She contributed much energy and caring to the education of children.

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Reading's approach to Mainstreaming was outlined in a major school report entitled, "A History of Integration Practices of the Reading Public School System: The Education of Special Needs Students in Reading from 1974 to 1987". Based on that report, the Reading School Department is establishing a Task Force to review our program and practices as we move into the 1990's.

The Art Department continued its commitment to using the arts in interdisciplinary education in 1987 with a project called, The Art of the Book and through its affiliations with institutions outside the United States.

A collaboration with the Reading Public Library, The Art of the Book involved students of all ages and brought to Reading more than 50 acclaimed book artists and writers, among them Robert Coles, Lillian Hoban, William Sleator, and Marcia Sewall. An exhibition of original works by illustrator David Macaulay was held at the High School, and in three schools a poet, painter and storyteller respectively served as long-term artists-in-residence, acquainting students with the demands and rewards of their separate disciplines. Under the direction of Reading faculty and visiting artists, students produced printed and single-copy original books, graphic design, writing and illustration, many of which were featured in a month-long exhibit at the Reading Public Library in June. A town-wide project under the leadership of the Art, Reading and Library/Media Departments, The Art of the Book was supported by a grant from the Massachusetts Council on the Arts and Humanities, and by funds from School Improvement Councils, parent-teacher organizations and the Horace Mann program. A sequel to this program, Literature Alive, was also awarded a grant from the Council on the Arts and Humanities, for a series of similar activities to occur from January to June 1988.

Through its exchanges with educational and arts institutions abroad the Art Department contributed to international as well as art education. The alliance with an elementary school in Guangzhou (Canton), China continued with a gift of artwork from Reading children, and inspired a response of letters from Chinese children. Faculty and students of the Ota-ku schools, in a suburb of Tokyo, sent a videotape of their schools, while Reading art faculty selected artwork and teaching materials from Reading to be the focus of an exhibition on American Education at the museum in Ota-ku. Preparations were also made for an exhibition of Soviet student artwork, to tour all the Reading schools in Winter 1988. The exhibition will be followed by the donation of Reading artwork to schools in Russia.

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In addition to exhibitions of student work within the community, the work of Reading students was seen in statewide exhibitions in Boston and in regional exhibitions in New York. Members of the Art Department were active in professional organizations, the Director serving as the President of the Massachusetts Directors of Art Education and on the Board of the Massachusetts Alliance for Arts Education. Art faculty members served on the Governor's Council for Educational Exchange with China, as evaluators to the Massachusetts Council on the Arts and Humanities, and as presentors at professional conferences.

In summary, the highlights of the year can be described as an upwardly moving, positive spiral of students, staff and parents all working collaboratively and cooperatively together toward a common goal of creating the best possible programs for all our learners in our schools.

The enrollment of the Public Schools as of October 1, 1987, was 3,647. In addition, there were 28 students from Reading enrolled in grades 7 through 12 at Austin Preparatory School for Boys, making the total school population in Reading as of October 1, 1987, 3,675. There were also 53 boys and girls enrolled in Grades 9 through 12 at the Northeast Metropolitan Regional Vocational School.

ENROLLMENT STATISTICS

Six-Year Summary of Public School Enrollment

<u>Grade</u>	<u>1982</u>	<u>1983</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Kindergarten	242	245	250	246	249	253
1	254	278	269	275	271	294
2	294	254	276	264	265	279
3	265	291	254	266	260	259
4	269	265	281	247	274	268
5	313	269	266	275	244	281
6	366	317	263	263	271	253
7	396	364	312	267	267	270
8	417	391	360	307	261	261
9	346	356	350	331	292	239
10	351	337	359	355	348	291
11	407	370	346	370	335	333
12	368	363	358	328	326	319
Special Needs	68	60	67	60	53	47
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	4356	4160	4011	3854	3716	3647

SCHOOL ENTRANCE REQUIREMENTS

To be eligible for admission to the Reading Public Schools a child must have reached the age of four years and eight months on or before August 31 of the entering year. Under no circumstances will children younger than 4 years, 8 months be admitted.

Under the laws of the Commonwealth, each child shall attend school beginning in September of the calendar year in which he attains the age of six.

Children entering a public school for the first time will be assigned either to kindergarten or first grade by the building principal after a thorough consideration of pre-school registration information. Registration is normally held in the early spring of each year.

Upon entering school each child is required to present a birth certificate. Certificate of vaccination is no longer required.

"NO SCHOOL" SIGNALS

"No School" will be announced over Radio Stations WBZ, WHDH, WEEI, WRKO, WEZE, WHUE, and Channel 3 on Cable TV - between 6:45 a.m. and 7:30 a.m.

Please do not telephone the Police or school officials.

It is the policy in Reading to have school on all scheduled days and for parents to decide when conditions are such that it would be unwise for their child to attend. However, when travel conditions are such that buses cannot run or the school yards cannot be opened, or other extraordinary conditions exist, school may be cancelled for all schools or for the elementary grades only. This decision will be made by the Superintendent of Schools.

RETIREMENTS

Dr. Robert S. Wells, Superintendent of Schools, 1965-1987
Mr. Dennis F. Murphy, Principal, Birch Meadow School, 1953-1987
Mrs. Anne L. Adams, Grade 3, J.W. Killam School, 1961-1987
Mrs. June S. Brown, Grade 3, Birch Meadow School, 1969-1987
Mrs. Eunice Mosher, Resource Room, High School, 1972-1987
Mrs. Virginia H. Walters, Grade 3, Barrows School, 1967-1987

Dr. Robert Wakeling, School Physician, 1956-1987
Mrs. Vartoohi Arzigian, Cafeteria, Joshua Eaton School, 1970-87
Mr. Franklin T. Coppola, Custodial Staff, 1973-1987
Mr. Mario B. Iacopucci, Custodian, Parker Middle School, 1976-87
Mr. Thomas J. Mullen, Custodian, High School, 1973-1987

LEAVES OF ABSENCE

Mrs. Lynne Cameron, 1-yr. extension, Grade 1, Killam School
Dr. Anthony DiSanzo, Spanish, Reading Memorial High School
Mr. Dorn F. Mar, Science, Coolidge Middle School
Mrs. Jill D. Pelunis, 1-yr. extension, Speech/Language
Mrs. Noreen Scarpitto, Science, Reading Memorial High School
Mr. Paul W. Soule, Biology, Reading Memorial High School

RESIGNATIONS, REDUCTION

Ms. Helene F. Anzalone, Resource Room Coolidge Middle School
Mrs. Sharon A. Checrallah, SEEM Birch Meadow School, from LOA
Mrs. Joan Ciampa, Grade 3, Killam School, from LOA
Ms. Susan Colucci, Kindergarten, Joshua Eaton School
Mr. Edgar Craver, Physical Education, Parker Middle School
Mrs. Cathryn Cremens-Basbas, Physical Education, Eaton School
Mrs. Claudia T. Crocker, Physical Education, Coolidge, from LOA
Dr. Joan DeSalvo, FOCUS, Reading Memorial High School
Mrs. Stacy Dortch, Grade 2, Birch Meadow School
Ms. Ann-Marie Downing, Resource Room, Coolidge Middle School
Ms. Kathy Duffy, Physical Education, Coolidge Middle School
Mr. James J. Dumas, Mathematics, Parker Middle School
Mrs. Ellen D. Hayes, FOCUS, Reading Memorial High School
Mr. Keith Jones, METCO Academic Instructor
Mrs. Fatima Lyle, Spanish, Reading Memorial High School
Mrs. Rena Mirkin, Guidance, Reading Memorial High School
Mr. Francis Muccio, Physical Education, Birch Meadow, from LOA
Mrs. Alice F. Pedersen, Library/Media, Alice M. Barrows School
Mrs. Catherine Powell, Kindergarten, Killam School, from LOA
Mrs. DeAnn Porter, Mathematics, Reading Memorial High School
Mrs. Sandra H. Sheppard, English, Reading Memorial High School
Mrs. Doris Small, $\frac{1}{2}$ yr English, Coolidge Middle School
Ms. Karen M. Stone, FOCUS, Reading Memorial High School
Ms. Jean Verzola-Henry, Business Education, High School
Mrs. Paula G. Vicenzi, Foreign Language, Coolidge Middle School

APPOINTMENTS

Dr. Robert J. Munnelly, Superintendent of Schools
Ms. Lynn M. Bak, Interim Assistant Superintendent
Mr. Richard E. Davidson, Principal, Birch Meadow School
Dr. Donald Green, School Physician

Ms. Kim Amoroso, Spanish, Reading Memorial High School
Ms. Helene F. Anzalone, Resource Room, Coolidge Middle School
Mrs. Kathleen Cornell, Biology, Reading Memorial High School
Mr. John Doherty, Science, Coolidge Middle School
Ms. Linda W. Dumais, Grade 4, Alice M. Barrows School
Mrs. Concepcion Fajardo-Hopkins, Spanish, Reading Mem. High
Mr. Joseph L. Finigan, Mathematics, Reading Memorial High
Ms. Claire Friedman, 2/5 Occupational Therapist, PPS Office
Ms. Mary Graham, Physical Education, Coolidge Middle School
Ms. Wendy Higgins, Grade 3, J. Warren Killam School
Mr. William D. Hinch, METCO Academic Instructor
Ms. Carol Kenyon, Guidance, Reading Memorial High School
Mrs. Cynthia Lees, Foreign Language, Coolidge Middle School
Ms. Karen J. McCormack, Physical Education, Joshua Eaton
Ms. Carol Morris, Science, Reading Memorial High School
Mr. Richard A. Morrison, Resource Room, Coolidge Middle School
Mr. Nels Nelson, Physical Education, Parker Middle School
Mr. Robert Ohlson, Mathematics, Parker Middle School
Ms. Meredith Petersen, Resource Room, Reading Memorial High
Mrs. Catherine Powell, Early Childhood Coordinator $\frac{1}{2}$ time
Ms. Lauren D. Stevenson, Grade 2, Joshua Eaton School
Ms. Karen M. Stone, FOCUS, Reading Memorial High School
Ms. Debra Wohlfahrt, Kindergarten, Joshua Eaton School
Mr. Theodore A. Zalewski, FOCUS, Reading Memorial High School

Town Officers, Boards & Committees



APPOINTED AND ELECTED TOWN OFFICERS, BOARDS & COMMITTEES (as of Dec. 31, 1987)

		<u>Term</u>	<u>Term Exp.</u>	<u>App'g Auth</u>
<u>Affirmative Action Officer</u>		<u>1 yr</u>		Town
Peter I. Hechenbleikner	16 Lowell Street		1988	Manager
<u>Animal Control Officer</u>		<u>Indef</u>		Town
Regina Benoit	115 Washington Street			Manager
<u>Arts Council</u> (6 years maximum)		<u>2 yrs</u>		Bd. of
Adrienne Caselle, Chrm	68 Riverside Drive		06/30/88	Selectmen
Marguerite R. McCormack, V-Chrm	625 Main Street		06/30/88	
Mary D. Atkinson, Secretary	40 Catherine Avenue		06/22/89	
Minetta R. Turner, Treas.	86 Pine Ridge Road		06/22/89	
Fran Brown	99 Sanborn Lane		06/22/89	
Beverly Cook	One Charles Street		07/06/89	
Mary Lou Garrard	21 Cumberland Road		03/09/89	
Ann Hutchinson	54 Martin Road		07/06/89	
Arthur E. Knapp	56 Prospect Street		03/09/89	
Mary Ellen LaCroix	54 Francis Drive		07/06/89	
Lorraine McCarthy	287 South Street		06/22/89	
James S. Russell	35 Pinevale Avenue		08/25/88	
Sharyn R. Taitz	16 Hanscom Avenue		06/30/88	
VACANCY				
VACANCY				
<u>Audit Committee</u>				
Donald C. Allen (FinCom)	231 Forest Street			By Virtue
Elizabeth M.T. Greene (FinCom)	273 Forest Street			of Office
John Silvaggi	74 Whittier Road			
Mary S. Ziegler (Selectmen)	37 Red Gate Lane			
<u>Board of Appeals</u>		<u>3 yrs</u>		Bd. of
Catherine A. Quimby, Chrm	43 Linnea Lane		1989	Selectmen
Stephen G. Tucker, V.Chrm	41 Mt. Vernon Street		1990	
John A. Jarema,	797 Main Street		1988	
Sally Nitzsche (Assoc.)	453 Haverhill Street		1990	
Carol N. Scott (Assoc.)	34 Emerson Street		1988	
Ardith A. Wieworka (Assoc.)	31 Avon Street		1989	
<u>Board of Assessors</u>		<u>3 yrs</u>		Elected
Robert I. Nordstrand, Chrm	384 Franklin Street		March'90	
William E. Locke,	233 South Street		March'88	
Michael T. Sullivan	222 Haverhill Street		March'89	

		<u>Term</u>	<u>Term</u> <u>Exp.</u>	<u>App'g</u> <u>Auth</u>
<u>Board of Cemetery Trustees</u>				
Carl H. Amon, Jr., Chrm	40 Scotland Road	<u>3 yrs</u>	1989	Bd.of Selectmen
John M. Silvaggi, Secy	74 Whittier Road		1990	
Daniel F. Driscoll	14 Vista Avenue		1989	
Edward F. Fuller	4 County Road		1988	
Joyce K. Miller	26 Avon Street		1990	
James J. Sullivan, Jr.	112 Mineral Street		1988	
<u>Board of Health</u>				
James J. Nugent, Jr., Chrm.	511 Pearl Street	<u>3 yrs</u>	1989	Bd.of Selectmen
Paul F. Caselle, Vice-Chrm.	68 Riverside Drive		1990	
John F. Killilea	10 Longview Road		1988	
<u>Board of Library Trustees</u>				
William H. Diamond, Chrm	236 Summer Avenue	<u>3 yrs</u>	March'89	Elected
Christine B. Redford, V. Chrm	18 Maple Ridge Road		March'89	
Elia A. Dangelmaier, Secy	35 Sherwood Road		March'90	
Carol S. Beckwith	23 Highland Street		March'88	
Cherrie M. Dubois	9 Meadow Brook Lane		March'88	
Robert J. Fields	76 Prospect Street		March'90	
<u>Board of Registrars</u>				
Robert W. Foley	78 Scotland Road	<u>3 yrs</u>	1990	Bd.of Selectmen
Pearl E. Malphrus	595 Haverhill Street		1989	
Edward D. Winkler	26 Timberneck Drive		1988	
Doris M. Fantasia(Town Clerk)	32 Beaver Road		Indef	By Virtue of Office
<u>Board of Selectmen</u>				
John H. Russell, Chrm	91 Spruce Road	<u>3 yrs</u>	March'90	Elected
Eugene R. Nigro, V. Chrm	64 County Road		March'88	
Russell T. Graham, Secy	68 Maple Ridge Road		March'89	
Paul E. Landers	35 Hemlock Road		March'89	
Mary S. Ziegler	37 Red Gate Lane		March'90	
<u>By-Law Committee</u>				
Edward F. Murphy, Chrm.	335 Summer Avenue	<u>3 yrs</u>	1988	Moderator
Philip B. Pacino, Clerk	3 Copeland Avenue		1989	
Dolores S. Carroll	37 Johanna Drive		1990	
Nils L. Nordberg	32 Pennsylvania Avenue		1988	
George A. Theophanis	86 West Street		1990	
<u>Cable TV Committee</u>				
Joseph F. Cain, Chrm	22 Pearl Street	<u>3 yrs</u>	1988	Bd.of Selectmen
Donald B. Farnham, V. Chrm/Sec	34 Putnam Road		1989	
James A. Guarente	29 Terrace Park		1990	
Jarnes Liston	200 West Street		1990	
VACANCY			1989	

		<u>Term</u>	<u>Term</u> <u>Exp.</u>	<u>App'g</u> <u>Auth</u>
<u>Civil Defense Director</u>				
Leonard Redfern	36 Richards Road	<u>Indef</u>		Town Manager
<u>Commissioners of Trust Funds</u>		<u>3 yrs</u>		Bd.of Selectmen
Robert S. Cummings	105 Gleason Road		1990	
Robert A. D'Ambrosio	105 Belmont Street		1989	
Ebbe S. Ebbeson	389 Franklin Street		1988	
Elizabeth W. Klepeis	68 Tennyson Rd. (Treasurer/Collector)	<u>Indef</u>		By Virtue of Office
John H. Russell	91 Spruce Road(Chm.Bd. of Selectmen)		1988	
<u>Community Planning & Development Comm.</u>		<u>3 yrs</u>		Bd. of Selectmen
George V. Hines, Chrm.	35 Grand Street		1989	
Daniel A. Ensminger, Sec.	6 Oakland Road		1988	
Mark Favalaro	167 County Road		1990	
Richard D. Howard	21 Kiernan Road		1989	
Thomas Stohlman	14 Mineral Street		1990	
<u>Conservation Commission</u>		<u>3 yrs</u>		Bd.of Selectmen
Harold V. Hulse, Chrm	107 Sanborn Street		1988	
Camille W. Anthony	26 Orchard Park Drive		1988	
Warren G. Cochrane	26 County Road		1990	
Sally M. Hoyt	221 West Street		1989	
Joan Nickerson	299 Pearl Street		1989	
Maurice C. Proctor	379 Haverhill Street		1990	
VACANCY			1988	
		<u>1 yr</u>		Conserv.
Rebecca Longley (Assoc.)	550 Summer Avenue			
Francis B. Robie (Assoc.)	16 Percy Avenue			
<u>Constables</u>		<u>3 yrs</u>		Bd.of Selectmen
Sally M. Hoyt	221 West Street		03/09/90	
William J. Hughes, Jr.	102 Hanscom Avenue		06/30/89	
<u>Contributory Retirement Board</u>		<u>3 yrs</u>		
William E. MacBrien, Chrm	273 Franklin St.		Dec 1988	Appt.By Bd.Membs.
Henry J. Boissoneau			1990	Elect.by Employees
Richard P. Foley, Town Acct	12 Sleepy Hollow Rd., Topsfield			By Virtue of Office

		<u>Term</u>	<u>Term</u> <u>Exp.</u>	<u>App'g</u> <u>Auth</u>
<u>Council on Aging</u>		<u>3 yrs</u>		Bd.of Selectmen
Woodrow W. Baldwin, Chrm	1 Charles Street		1990	
Rosemary B. Gibbons, Vice Chrm	36 Gleason Road		1989	
Barbara I. Doucette, Treas.	157 Pearl Street		1989	
Gail M. Rourke, Clerk	57 Vine Street		1990	
Frederick R. Felone	495 West Street		1988	
Aloyse D. Jellison	53 Salem Street		1989	
Gladys B. Cail	36 Frank D. Tanner Dr.		1988	
Sebastian Tine	3 Summit Drive		1988	
Loretta M. Spaulding	264 Forest Street		1990	
VACANCY				
<u>Custodian of Soldiers' and Sailors' Graves</u>		<u>1 yr</u>		Bd.of Selectmen
J. Henry Vik, Jr.	13 Coolidge Park Wakefield		1988	
<u>Data Processing Co-ordinator</u>		<u>Indef</u>		Town Manager
William Connors				
<u>Employees Award Committee</u>		<u>Indef</u>		Bd.of Selectmen
Eugene R. Nigro	64 County Road		3/31/88	
<u>Fair Housing Committee</u>		<u>Open</u>		Bd.of Selectmen
David F. Carroll, Chrm	43 Garden Av., Wilmington			
Richard S. Dempster, Sec.	633 Summer Avenue			
Shirley A. Buzderewicz	244 Franklin Street			
Maureen Rich	169 Haverhill Street			
George Sweezey	532 Pearl Street			
VACANCY				
<u>Finance Committee (9 years maximum)</u>		<u>3 yrs</u>	<u>Term</u>	<u>Apt. by</u> <u>FinCom</u> <u>Apt.Comm.</u>
Donald C. Allen, Chrm.	231 Forest Street		1989	
Elizabeth M.T. Greene, V.Chrm.	273 Forest Street		1988	
Willard J. Burditt	35 Holly Road		1988	
Charles C. Catalfamo	20 Chapel Hill Drive		1990	
Randolph R. Harrison, Jr.	25 Indiana Avenue		1989	
Deane Haskell	28 Kiernan Road		1990	
Richard E. Lynch	45 Catherine Avenue		1988	
Brian J. McMenamin	14 Berkeley Street		1990	
Robert P. Mucci	52 Bancroft Avenue		1989	
<u>FinCom Appointment Committee</u>		<u>1 yr</u>	1988	By Virtue of Office
Paul C. Dustin, Chrm.	3 Orchard Park Dr.(Moderator)			
John H. Russell	91 Spruce Road(Chrm Bd.of Sel)			
Donald C. Allen	231 Forest Street(Chrm FinCom)			

		<u>Term</u>	<u>Term Exp.</u>	<u>App'g Auth</u>
<u>Gas & Plumbing Inspector</u>		<u>Indef</u>		Town Manager
Edward M. Cirigliano	1 Scotland Heights North Reading			
<u>Hazardous Waste Committee</u>		<u>3 yrs</u>		Bd.of Selectmen
Gretchen P. Latowsky, Chrm. Pro Tem	93 King Street		1988	
Edmondo DiPillo	155 Prospect Street		1990	
Paul Exner	178 Wakefield Street		1990	
Steven G. Oston	66 Sturges Road		1988	
James R. Valentine	166 Woburn Street		1989	
<u>Health Director</u>		<u>Indef</u>		Town Manager
Ruth L. Cogan	14 Medfield St., Boston			
<u>Health Inspector</u>		<u>Indef</u>		Town Manager
James Garreffo	57 Gilmurray St., Clinton			
Diane Kurchian				
Stan Dalberg				
<u>Historical Commission</u>		<u>3 yrs</u>		Bd.of Selectmen
Virginia M. Adams, Chrm	279 Pleasant Street		1990	
Edward G. Smethurst, Treas.	86 Gleason Road		1990	
Sharon K. Ofenstein, Secretary	320 Haverhill Street		1989	
John F. McCauley	269 West Street		1989	
Edward Palmer	45 Pratt Street		1988	
Jeanne S. Martin (Assoc.)	45 Fairview Avenue	<u>1 yr</u>	1988	
Frank P. Orlando (Assoc.)	210 Summer Avenue		1988	
David L. Robbins (Assoc.)	124 Prospect Street		1988	
Nancy L. Smethurst (Assoc.)	86 Gleason Road		1988	
Erline M. Trites (Assoc.)	196 Wakefield Street		1988	
VACANCY			1988	
<u>Housing Authority</u>		<u>5 yrs</u>		
Richard S. Dempster, Chrm	633 Summer Avenue		1989	
William McIsaac, V-Chrm	17 Whitehall Lane		5/31/91	St. Appt
Arthur J. Reynolds, Jr., Treas.	33 Hillside Road		6/30/90	
Philip R. White, Jr., Asst. Sec.	97 Prospect Street		1990	
Lynn M. Carlson	30 Hear Hill Road		1988	
<u>Insect Pest Control</u>		<u>Indef</u>		Town Manager
Irving E. Dickey, Jr.	9 Arbor Way			
<u>Inspector of Buildings</u>		<u>Indef</u>		Town Manager
Stuart LeClaire	11 Plymouth Road			

		<u>Term</u>	<u>Term Exp.</u>	<u>App'g Auth</u>
<u>Insurance Committee</u>				
David C. Pratt, Chrm	12 Winter Street	<u>3 yrs</u>	1990	Bd.of Selectmen
Alban L. Bernard	8 Gilmore Avenue		1989	
John D. Swymer	72 Berkeley Street		1989	
Hugh Troutman	216 Summer Avenue		1990	
<u>Land Bank Committee</u>				
Benjamin E. Nichols	25 Avon Street	<u>3 yrs</u>	1990	Bd. of Selectmen
George B. Perry	230 Franklin Street		1989	
Edward Smethurst	86 Gleason Road		1988	
<u>(MEPA) Representative to Citizens Advisory Committee</u>				
Steven G. Oston	66 Sturges Road	<u>Indef</u>		Bd.of Selectmen
Robert F. Cashins (Alternate)	144 Howard Street			
<u>Metropolitan Area Planning Council</u>				
Maureen Rich	169 Haverhill Street		1988	Bd.of Selectmen
<u>Moderator</u>				
Paul C. Dustin	3 Orchard Park	<u>1 yr</u>	March'88	Elected
<u>Municipal Light Board</u>				
Allan E. Ames, Chrm	14 Arnold Avenue	<u>3 yrs</u>	March'88	Elected
Barry E. Hampson	37 Joseph Way		March'88	
Frederick J. Nemergut	51 Grand Street		March'89	
* James L. O'Leary	31 Fairview Avenue		March'88	
Philip Pacino	3 Copeland Avenue		March'89	
<u>Municipal Space Building Committee</u>				
Nils L. Nordberg, Chrm	32 Pennsylvania Avenue	Open		Moderator
Gerald A. Fiore, Vice Chrm	11 Gateway Circle			
Lawrence Drew	103 Scotland Road			
Henry A. Higgott	18 Buckingham Drive			
Mary S. Ziegler,	37 Red Gate Lane			
Eugene R. Nigro	64 County Road (Bd. of Selectmen)			
<u>Mystic Valley Elder Services Inc.</u>				
Rheta C. McKinley	63 Lowell Street	<u>3 years</u>	09/30/88	Bd.of Selectmen
Doris M. Fantasia	32 Beaver Road		09/30/90	

* Appointed by Selectmen and Municipal Light Board to fill vacancy.

		<u>Term</u>	<u>Term</u> <u>Exp.</u>	<u>App'g</u> <u>Auth</u>
<u>Recreation Committee</u>		<u>3 yrs</u>		Bd. of Selectmen
William J. Hughes, Jr., Chrm	102 Hanscom Avenue		1990	
Catherine M. Rybicki Sec/V.Chrm	72 Berkeley Street		1988	
Charles Catalfamo	20 Chapel Hill Dr.(from FinCom)		1990	
Richard Coco	4 Fremont St.(from School Comm.)		1988	
Joseph J. Connelly	23 Vine Street		1990	
Jeremiah J. Donovan	15 Maple Ridge Road		1988	
John L. Fallon, Jr.	41 Gavin Circle		1989	
Richard Fotino	1117 Main Street		1988	
Peter C. Hichborn	11 Scout Hill Lane		1990	
Eugene Nigro	64 County Rd.(from Selectmen)		1988	
VACANCY			1989	
Catherine Kaminer(Assoc Mem)	37 Warren Avenue		1988	
Neil Hannaford (Assoc Mem)	9 Dudley Street		1988	
Staff:Christina N. Copeland-Supr	76Mill ST., Apt.9 Woburn 01801	Indef		Town Manager
<u>Regional School District Committee</u>			<u>4 yrs</u>	Elected
John B. Pacino	3 Copeland Avenue		March'89	
<u>Rules Committee</u> (No more than 6 consecutive years)				Precinct Members
Sally Nitzsche(Prect.1)	453 Haverhill Street			
Virginia M. Adams (Prect. 2)	279 Pleasant Street			
Victor R. Carlson(Prect. 3)	41 Shackford Road			
George Theophanis(Prect. 4)	86 West Street			
Henry A. Higgott (Prect. 5)	18 Buckingham Drive (Chairman Pro Tem)			
Ralph Barcroft(Prect. 6)	14 Arnold Avenue			
C.Dewey Smith(Prect. 7)	110 Grove Street			
Douglass Barker(Prect. 8)	136 Forest Street			
<u>School Committee</u>		<u>3 yrs</u>		Elected
George J. Shannon, Chrm	54 Linden Street		March'88	
Clifford D. Allen	42 Bay State Road		March'88	
Richard H.Coco	4 Fremont Street		March'89	
Carol S. Lyons	31 Avon Street		March'88	
Stanley M. Nissen	24 Lisa Lane		March'89	
Barbara B. Philbrick	75 Lowell Street		March'90	
<u>Sealer of Weights & Measures</u>		<u>Indef</u>		Bd.of Selectmen
Pasquale M. Iapicca	75 Tennyson Road			

		<u>Term</u>	<u>Term Exp.</u>	<u>App'g Auth</u>
<u>Town Accountant</u> Richard P. Foley	12 Sleepy Hollow Rd. Topsfield 01983	<u>1 yr</u>	3/31/88	Bd.of Selectmen
<u>Town Clerk</u> Doris M. Fantasia	32 Beaver Road	<u>Indef</u>		Town Manager
<u>Town Forest Committee</u> George B. Perry,Chrm Irving E. Dickey, Jr. Benjamin E. Nichols	230 Franklin Street 9 Arbor Way 25 Avon Street	<u>3 yrs</u>	1988 1990 1989	Bd.of Selectmen
<u>Town Manager</u> Peter I. Hechenbleikner	16 Lowell Street	<u>Open</u>		Bd. of Selectmen
<u>Traffic Study Committee</u> VACANCY				Bd. of Selectmen
<u>Treasurer/Collector</u> Elizabeth W. Klepeis	68 Tennyson Road	<u>Indef</u>		Town Manager
<u>Assistant Collector</u> C. Dewey Smith	110 Grove Street	<u>Indef</u>		Town Manager
<u>Assistant Treasurer</u> William G. Connors	7 Shackford Road	<u>Indef</u>		Town Manager
<u>Tree Warden</u> Irving E. Dickey, Jr.	9 Arbor Way	<u>Indef</u>		Town Manager

		<u>Term</u>	<u>Term</u> <u>Exp.</u>	<u>App'g</u> <u>Auth</u>
<u>Water and Sewer Advisory Committee</u>		<u>3 yrs</u>		Bd.of
Curt E. Nitzsche, Chrm	453 Haverhill Street		1989	Selectmen
Gail F. Wood, Clerk	213 Pleasant Street		1988	
Mark L. Wetzel	163 County Road		1990	
Staff:Anthony V. Fletcher,Clerk				
<u>Veterans' Services</u>		<u>Indef</u>		Town
Paul A. Farrell, Director	6 Beverly Avenue			Manager
	Box 544, Wilmington			
<u>Wire Inspector</u>		<u>Indef</u>		Town
John J. Holland	45 Howard Street			Manager

	<u>Term</u>	<u>Term Exp.</u>	<u>App'g Auth</u>
<u>Ad Hoc Budget Format Review Committee</u>	<u>Indef</u>		Bd.of Selectmen
Margaret W. Russell, Chrm.	91 Spruce Street		
Phil Pacino, Secretary	3 Copeland Avenue		
Raymond Betts	148 Eastway		
Frank P. Gorgone	301 Franklin Street		
Carol Lyons (From School Comm.)	31 Avon Street		
Lawrence Mabus	59 Riverside		
Brian McMenamin (Finance Comm.)	14 Berkley Street		
John Silvaggi	74 Whittier Road		
Mary S. Ziegler (From Selectmen)	37 Red Gate Lane		
<u>Ad Hoc Fire Education Study Committee</u>	<u>Indef</u>		Bd.of Selectmen
Paul Jackson	57 Quail Road, Tewksbury		
Paul Landers	35 Hemlock Road		
Mary S. Ziegler	37 Red Gate Lane		
Donald L. Wood	36 Bancroft Avenue		
<u>Ad Hoc Fire Facility Study Committee</u>	<u>Indef</u>		Bd.of Selectmen
William Brown	28 Martin Road		
Lt. William F. Campbell	14 Hartshorn Street		
Elizabeth M. T. Greene	273 Forest Street		
Peter Hechenbleikner	102 Eastway		
George Hines	35 Grand Street		
Paul Landers	35 Hemlock Road		
Leonard Redfern	36 Richards Road		
<u>Ad Hoc Master Plan Advisory Committee</u>	<u>Indef</u>		Bd.of Selectmen
Thomas Baillie	195 Main Street		
Carl D'Angio, Jr.	27 Brewer Lane		
Nel Dolan	33 Sturges Road		
Janet Franklin	106 Oak Street		
Kevin Fulgoni	16 Margaret Road		
Beverly Gerade	1087 Main Street		
Linda Goodemote	11 Willard Road		
William J. Hughes, Jr.	102 Hanscom Avenue		
Ann Indars	45 Rustic Lane		
Gretchen Latowsky	93 King Street		
Wendy Liston	200 West Street		
Nancy Meehan	11 Vista Avenue		
Lenny Pienta III	107 Eastway		
Joseph Regan	30 Selfridge Road		
Lynda Robbins	124 Prospect Street		
Sally Sabo	50 Covey Hill Road		
John Stempeck	26 Virginia Road		
Carol Whiting	17 Chestnut Road		

	<u>Term</u>	<u>Term Exp.</u>	<u>App'g Auth</u>
<u>Ad Hoc Solid Waste Policy Committee</u>	<u>Indef</u>		Bd.of Selectmen
Herbert Converse			
Ann Mark			
Judith A. Mitchel			
VACANCY			
VACANCY			
VACANCY			
VACANCY			

